MORGAN STATE UNIVERSITY™

GROWING THE FUTURE • LEADING THE WORLD™

Office of the President

December 20, 2017

The Honorable Senator Edward J. Kasemeyer
Chair, Senate Budget and Taxation Committee
Miller Senate Office Building, 3 West Wing
11 Bladen Street
Annapolis, MD 21401

The Honorable Delegate Maggie McIntosh
Chair, House Appropriations Committee
House Office Building, Room 121
6 Bladen Street
Annapolis, MD 21401

Dear Senator Kasemeyer and Delegate McIntosh:

I am responding to an item on page 158 of the 2017 Joint Chairmen's Report that requires Morgan State University to submit a report on contractual employees. The report is to include the number of contractual employees and the number of years they have been in the position, job titles, policy for converting contractual employees to regular positions, and a five-year plan to convert contractual employees.

Enclosed, therefore, is the referenced report. Please feel free to contact me or Mr. Sidney Evans, Vice President for Finance and Management, directly at (443) 885-3144, if additional information is needed.

Kind regards,

David Wilson
President

Enclosure

cc: Mr. Sidney Evans
Ms. Sara Albert
Ms. Sara Baker
Ms. Andrea Thomson

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Maryland's Public Urban University

LIST OF CONTRACTUAL EMPLOYEES

MORGAN STATE UNIVERSITY
List of Contractual Employees

	Name	Status	Classification	Years Of Serv	
1	Hall,Jacqueline J	FT	Lecturer	26	
2	Tannouri,Sam	FT	Lecturer	26	
3	Trusty,Linda M	FT	Independent Compliance Advisor	26	*
4	Jones,Guy	FT	Lecturer	25	
5	Noorani,Cyrus J	FT	Lab Manager	25	
6	Akinyele,Elizabeth	FT	Lecturer	24	
7	Short,Janice L	FT	Lecturer	23	
8	Eze,Francis	FT	Budget Officer	23	
9	Kerby,Rodney	FT	Lecturer	20	
10	Verma,Sushil K	FT	Lecturer	20	
11	Briscoe,Eric	FT	Lecturer	19	
12	Zamini,Karim	FT	Lecturer	19	
13	McDonald,Sonia	FT	Office Clerk II	19	
14	Deal,Samuel	FT	Lecturer	18	
15	Reznik,Aron	FT	Lecturer	18	
16	Thesen,Anita	FT	Lecturer	18	
17	Watson,Elizabeth	FT	Lecturer	18	
18	Johnson,Larry B	FT	Lecturer	17	
19	Spicinetskiy,Arnold	FT	Lecturer	17	
20	Steele,Grace	FT	Lecturer	17	
21	Wright Brown,Cecelia	FT	Lecturer	17	
22	Noorani,Tom	FT	Financial Analyst	17	*
23	Mosley,Dennis K	FT	Electrician	17	
24	Matunda,Robert	FT	Lecturer	16	
25	Springer,Samuel	FT	Lecturer	16	
26	Woodroffe,Annette A	FT	Lecturer	16	
27	Yeboah,Michelle	FT	Lecturer	16	
28	Anthony,Donald J	FT	Network Technician II	16	
29	Vanterpool,Myron W	FT	Asst. Facility Manager	16	
30	Hendricks,Derick A	FT	Lecturer	15	
31	Khaksari,Gholam	FT	Lecturer	15	
32	White,Alfred L	FT	Lecturer	15	
33	Johnson,Richard	FT	Coordinator	15	
34	Wright,Lucinda	FT	Acting Post Office Supv. II	15	
35	Ellerbe,Iris	FT	Security	15	
36	Horton,Audrey R	FT	Security	15	
37	Snell,Jacqueline D	FT	Help Desk Assistant	15	
38	Hayman,Warren	FT	Lecturer	14	*
39	Madry,Helen H	FT	Lecturer	14	
40	Otto,Natasha	FT	Lecturer	14	
41	Sly-Thompson,Almeta	FT	Writing Specialist	14	*
42	Aldana,Milton	FT	Lecturer	13	
43	Haynes,Gregory K	FT	Lecturer	13	
44	Kinyua,Antony	FT	Lecturer	13	
45	Battle,Rhonda J	FT	Assistant Director	13	
46	Howard,Robin C	FT	Associate Director	13	
47	Johns,Virginia C	FT	Coordinator	13	
48	Middleton,Michael C	FT	Production Director	13	
49	Roberts,Earlene J	FT	Acad. Student Support Specialist	13	
50	Thornton,Devron	FT	Media Specialist	13	

	Name	Status	Classification	Years Of Serv
51	Jones,Tieesha D	FT	Office Clerk	13
52	Lawrence,Beverly	FT	Ticket Office Admin.	13
53	Brown,Leiza R	FT	Lecturer	12
54	Davis,Maurice	FT	Lecturer	12
55	Holt,Mackessa L	FT	Lecturer	12
56	Liamba,Jean-Pierre	FT	Lecturer	12
57	Mahonske,Adam	FT	Lecturer	12
58	McCalla,Peter N	FT	Lecturer	12
59	Partlow,Ladawn E	FT	Lecturer	12
60	Thomas,Marva	FT	Lecturer	12
61	Yilmaz,Guven	FT	Lecturer	12
62	Carrington,Kirk D	FT	Business Advisor	12
63	Dyson,Kathryn D	FT	Resource Spec for Prof Develop	12
64	Hicks,Marcus	FT	Film Coord./Undergrad. Asst.	12
65	Hill,Raymond R	FT	Student Succ Center Specialist	12
66	Johnson,Nia N	FT	Director	12
67	Linck,Henry F	FT	Instru. Technology Specialist	12
68	Martin,Rolicia F	FT	Retention Coordinator	12
69	Robinson,Lasean C	FT	Academic Advisor	12
70	Woodley,Sheila Y	FT	Program Assistant	12
71	Brown,Renee D	FT	Administrative Assistant	12
72	Guy,Doris	FT	Housekeeper	12
73	James,Pia	FT	NIGHT MANAGER	12
74	Lawson,Ruben A	FT	Postal Service Processor	12
75	Paltoo,David	FT	Service Worker	12
76	Fuller,Julian R	FT	Lecturer	11
77	Rose,Denise A	FT	Lecturer	11
78	Syafrida,Syafrida	FT	Lecturer	11
79	Whitney,Erika M	FT	Lecturer	11
80	Bolling,William R	FT	Project Manager	11
81	Gray,Marisa A	FT	Program Manager/Latin America	11
82	Lewis,Charmeika A	FT	Assistant Director	11
83	Olubando,Babatunde A	FT	Program Engineer	11
84	Wilson,Dawn R	FT	Academic Advisor	11
85	Davis,Francine R	FT	Housekeeper	11
86	Morton,Peter	FT	Housekeeper	11
87	Deshields,Inte'A	FT	Lecturer	10
88	Sissinto,Paterne S	FT	Lecturer	10
89	Yacoub,Allison	FT	Lecturer	10
90	Payne,Mary A	FT	Compliance Officer	10
91	Benjamin,Barbara	FT	Housekeeper	10
92	Brooks,Brian	FT	Housekeeper	10
93	Epps,Richard A	FT	Interim Athletic Business Manager	10
94	Hall,Frank	FT	Housekeeper	10
95	Lee,Severia	FT	Recruitment/Assistant	10
96	Wallace,Arnold M	FT	Facilities Mgmt. Assistant	10
97	West,Eldridge L	FT	Groundskeeper	10
98	Wilson,Masonia A	FT	Housekeeper	10
99	Collins,Kimberly A	FT	Lecturer	9
100	Evans,Aiyda S	FT	Lecturer	9
101	Jigoulov,Vadim	FT	Lecturer	9
102	Mbaye,Abdoulaye	FT	Lecturer	9
103	Burke,Alkwanzo B	FT	Academic Advisor	9

	Name	Status	Classification	Years Of Serv
104	Thompson-Johnson,Tiffany	FT	Research Analyst	9
105	Alston,Marvin	FT	Housekeeper	9
106	Curtis,Quron	FT	Public Safety Aide	9
107	Davis,Leslie	FT	Housekeeper	9
108	Felton,Teresa	FT	Customer Service Representative	9
109	Little,Aisha	FT	Housekeeper	9
110	Moore,Christian	FT	NIGHT MANAGER	9
111	Orimoloye,Yetunde H	FT	Quality Control Assistant	9
112	Owens,Tiffany T	FT	Accounting Clerk II	9
113	Raleigh,Mary Ann	FT	OFFICE ASSISTANT	9
114	Rhines,Joshua L	FT	Postal Service Processor	9
115	Spencer,Stephen	FT	Housekeeper	9
116	Suakollie,Moses	FT	Housekeeper	9
117	Ushry,Tomasa I	FT	Housekeeper	9
118	Sesay,Haruna R	FT	Lecturer	8
119	Woodland,Calvin E	FT	Lecturer	8
120	Addison,Eric	FT	Public Relations Writer	8
121	Odighizuwa,Iyore D	FT	Producer	8
122	Davis,Lafaun A	FT	Retention Advisor	8
123	Garrett,Kevin N	FT	Building Manager	8
124	Manso,George F	FT	Retention Advisor	8
125	Wellington,Dennis	FT	Driver	8
126	Akanke,Ime T	FT	Lecturer	7
127	Ariyibi,Adedayo A	FT	Lecturer	7
128	Bridge,Adam J	FT	Lecturer	7
129	Brunson,Daniel	FT	Lecturer	7
130	Kumolalo,Frederick O	FT	Lecturer	7
131	Stansbury,Brian P	FT	Lecturer	7
132	Goodman,Sapphire V	FT	Director	7
133	Khanal,Diwakar	FT	Research Analyst	7
134	Matthews,Deja D	FT	Coordinator	7
135	Anthony,Kenyon	FT	SERVICE WORKER	7
136	Brown,Angela C	FT	Receptionist	7
137	Carter,Aaron M	FT	Groundskeeper (Landscaping)	7
138	Hayes,Kareem	FT	Operations Assistant	7
139	Heidelberg,Sarah R	FT	Administrative Assistant	7
140	Jackson,Lakeesha H	FT	Senior Resident Director	7
141	King,Tommy	FT	Asst. Strength Coach	7
142	Williams,Nikara R	FT	Office Clerk	7
143	Gresson,Aaron D	FT	Lecturer	6
144	Kent,Milton	FT	Lecturer	6
145	Merrick,Marco K	FT	Lecturer	6
146	Oni,Akinyele O	FT	Lecturer	6
147	Barnes,Iris A	FT	Assistant Curator	6
148	Chase,Kim B	FT	Business Manager	6
149	Dennis,Sabriya	FT	Progam Manager	6
150	Kang,Dong Hee	FT	RESEARCH ASSOCIATE	6
151	Mahnke,Zev J	FT	Retention Coordinator	6
152	Villalta,Kirian M	FT	Graphic Artist	6
153	Anyadike,Ugonna W	FT	Technical Support Specialist 1	6
154	Blackmon,Richard	FT	Mover	6
155	Branch,George	FT	SHUTTLE BUS DRIVER	6
156	Brown Sr,Devin D	FT	Retention Advisor	6

	Name	Status	Classification	Years Of Serv
157	Carter,Durand B	FT	Maintenance Mechanic	6
158	Jackson,Jerrod E	FT	Postal Service Processor	6
159	Kitchen,Brian	FT	NIGHT MANAGER	6
160	Lesane, Jr.,Jonathan	FT	Production Three	6
161	Ricks,Sheila	FT	Housekeeper	6
162	Sample,Connie	FT	Housekeeper	6
163	Simpson,Danielette H	FT	Housekeeper	6
164	Smith,Antoine J	FT	Housekeeper	6
165	Taylor,Raji L	FT	Mover	6
166	Williams,Lita S	FT	NIGHT MANAGER	6
167	Wilson,Tasha M	FT	Resident Director	6
168	Dickerson,Cassandra	FT	Lecturer	5
169	Fields,Johnnie A	FT	Lecturer	5
170	Hicks,Wilbur C	FT	Lecturer	5
171	Mahlangu-Ngcobo,Mankekolo	FT	Lecturer	5
172	Negusse Rosario,Ezana	FT	Lecturer	5
173	Stone,Makarai A	FT	System Administrator I	5
174	Butler,Briana S	FT	Accountant II	5
175	Carter,Alesia	FT	Housekeeper	5
176	Fields,Ryan	FT	Housekeeper	5
177	Good,Richard D	FT	Library Assistant	5
178	Hargrave,Deborah L	FT	Retention Advisor	5
179	Harris,William	FT	SHUTTLE BUS DRIVER	5
180	Melton,Andre A	FT	Board Operator	5
181	Riley,Heather N	FT	Administrative Assistant	5
182	Robertson,Jonathan	FT	Night Manager	5
183	Scarlett,Shanna-kaye A	FT	Assistant Resident Director	5
184	Shaw,Vincent W	FT	MT Maintenance Mechanic, Sr	5
185	Sollers,Annie	FT	Receptionist	5
186	Taylor,Kathy	FT	Housekeeper	5
187	Whittington,Elois	FT	Housekeeper	5
188	Asamoah,Emelia	FT	Lecturer	4
189	Cabrera,Denise	FT	Lecturer	4
190	Efe,Steve U	FT	Lecturer	4
191	Gilliam,Juanita D	FT	Grad Teaching Assistant English	4
192	Henry,Sherita A	FT	Lecturer	4
193	Lister,Marquita	FT	Lecturer	4
194	McClendon,Lakeisha M	FT	Lecturer	4
195	Weaks,Francesca G	FT	Lecturer	4
196	Brown-Pitts,Alexandria N	FT	Insurance Coordinator	4
197	Davis,Freddie L	FT	Retention Advisor	4
198	Kelly,Muniratu	FT	Lib. Decision Support Analyst	4
199	Moazzami,Farhad	FT	Student Advisor	4
200	Nixon,Dexter C	FT	Producer	4
201	Christie,Elroy D	FT	Maintenace Mechanic	4
202	Fowler,Kevin A	FT	Housekeeper	4
203	Martin-El,Christine	FT	SHUTTLE BUS DRIVER	4
204	Monroe,Cleaver	FT	Customer Service Operator	4
205	Nunally,Sherrie-Lee C	FT	Office Secretary	4
206	Phillips,Mary	FT	Front Desk Attendant	4
207	Ray,Erika L	FT	Office Clerk	4
208	Washington,Trina S	FT	Housekeeper	4
209	Wright,Jekara E	FT	Mgr, Innovative & Collaboration	4

	Name	Status	Classification	Years Of Serv
210	Allen,William	FT	Lecturer	3
211	Burgess,Phillip	FT	Lecturer	3
212	Carwell,Marcus J	FT	Lecturer	3
213	Fuller,Nathaniel R	FT	Grad Teaching Assistant English	3
214	Koissi,Niangoran	FT	Lecturer	3
215	Ngovo,Samuel B	FT	Lecturer	3
216	Paudel,Roshan	FT	Lecturer	3
217	Shelley,Dana V	FT	Lecturer	3
218	Wenkanaab,Patrick	FT	Lecturer	3
219	Williams,Isaac	FT	Lecturer	3
220	Boham,Kelly N	FT	Teaching Assistant	3
221	Brown,Derrell D	FT	Academic Advisor	3
222	Fulmore,Rikia S	FT	Loan Office Assistant	3
223	Holliday,Victor	FT	Mermbership Director	3
224	Jackson,Nancy	FT	Editor	3
225	Ransom,Elizabeth	FT	Budget Officer	3
226	Richardson,Wenona E	FT	Career Specialist	3
227	Akinyele,Abisola B	FT	Retention Advisor	3
228	Brown,Daron A	FT	Grounds Keeper	3
229	Brown,Laura R	FT	Administrative Assistant	3
230	Cheeks,Chaconda A	FT	Police Communications Operator	3
231	Cross,Kendle R	FT	Administrative Assistant	3
232	Dowhite,Karen G	FT	Administrative Assistant	3
233	Eatman,Daryl L	FT	Grounds Keeper	3
234	Hines,Valerie	FT	Administrative Assistant	3
235	Key,Joyce V	FT	Office Clerk	3
236	Lingham,Vestina W	FT	Administrative Assistant I	3
237	Lynton,Ciara A	FT	Administrative Assistant	3
238	Nwokeafor,Chinedu N	FT	Commodities Procurement Clerk	3
239	Oliver Moore,Teara S	FT	Transfer Mentor	3
240	Rivers,Aaron	FT	Security Guard	3
241	Taiwo,Peter O	FT	Assistant Network Technician	3
242	Allen,Sharlene A	FT	Lecturer	2
243	Brooks,Brelyn J	FT	Grad Teaching Assist Sociology	2
244	Davis,Angela R	FT	Lecturer	2
245	Drew,Joseph	FT	Lecturer	2
246	Dugda,Mulugeta T	FT	Lecturer	2
247	Gillis,Jameeka M	FT	Grad Teaching Assistant English	2
248	Johnson,Linda M	FT	Lecturer	2
249	Latten,Alicia R	FT	Lecturer	2
250	Riggs,Valerie	FT	Lecturer	2
251	Robinson,Edward	FT	Lecturer	2
252	DeMarr,Amber M	FT	Research Program Manager	2
253	Gaskins-Scott,Taya	FT	Resident Director	2
254	Johnson-Hunter,Pawn	FT	Project Manager	2
255	Manger,Travis	FT	Offensive Line Coach	2
256	Robinson,Katrina	FT	Prof Develpment Mgr/Engage Spec	2
257	Shannon,Ayana	FT	Retention Coordinator	2
258	Smith,Kea T	FT	Field Experience Coordinator	2
259	Stanley,Joanne	FT	Accrediation Coordinator	2
260	Watters,Anthony L	FT	Intern Strength Coach	2
261	Wilkerson,Larry	FT	Exe. Prog. Director	2
262	Ajayi,Tolulope M	FT	Financial Manager	2

	Name	Status	Classification	Years Of Serv
263	Brown,Vito	FT	Groundskeeper	2
264	Chavous,Lakeesha	FT	Office Receptionist	2
265	Coleman,Leonard L	FT	Public Safety Aide	2
266	Fike,Joshua R	FT	Athletic Trainer Intern	2
267	Gantt,Jerry E	FT	Building Manger	2
268	Griffin,Karen	FT	Administrative Assistant	2
269	Harper,Dominic	FT	Postal Service Processor	2
270	Hayward,Angela M	FT	Administrative Assistant I	2
271	Hickson,Andre P	FT	Housekeeper	2
272	Moore,Chardae K	FT	Service Desk Associate	2
273	Odejobi,Moses O	FT	Network Technician	2
274	Stith,Marlene D	FT	Public Safety Aide	2
275	Thomas,Desha M	FT	Job Location & Develop Coordinator	2
276	Thornton,Ashley N	FT	Customer Service Operator	2
277	Trent,Aaron D	FT	Operation Assistant	2
278	Williams-Bey,Chad P	FT	Resident Director	2
279	Bakupog,Thomas	FT	Lecturer	1
280	Booker,Sheri J	FT	Lecturer	1
281	Boorman,Eric P	FT	Grad Teaching Assistant Psych	1
282	Butler,Dolphia A	FT	Grad Teaching Assistant English	1
283	Djouini,Iman	FT	Lecturer	1
284	Jamaludeen,Najma	FT	Lecturer	1
285	Jennings-Dorsey,Georgia M	FT	Lecturer	1
286	Jordan,Coleman	FT	Lecturer	1
287	Melkonyan,Meri	FT	Lecturer	1
288	Morales Nussa,Caridad	FT	Lecturer	1
289	Oladejo,Olatunde M	FT	Lecturer	1
290	Reid,Timothy	FT	Lecturer	1
291	Talley,Jessye Leigh Bemley	FT	Lecturer	1
292	Woodruff,Charlita D	FT	Lecturer	1
293	Glover,Dennis	FT	Dep. Dir/Program Coordinator	1
294	James,Antonio	FT	Defensive Line Coach	1
295	Jones,Christian A	FT	Financial Analyst I	1
296	Klares,Timothy W	FT	Program Manager	1
297	Moody,Alvin L	FT	Educ. & Comm. Outreach Manager	1
298	Rogers,Zackery D	FT	Retention Advisor	1
299	Thomas,Nathaniel	FT	Athletic Support Coordinator	1
300	White,Julius A	FT	Director of News/Public Affair	1
301	Afokoghene,Ejiro P	FT	Desk Attendant	1
302	Allen,Jamaal T	FT	Jr. Engineer	1
303	Bush,Anthony N	FT	Desk Attendant	1
304	Butler,Melissa	FT	Office Clerk II	1
305	Calderon,Edwin A	FT	Visual Arts Lab Technician	1
306	Cozart,Jacqueline	FT	Administrative Assistant	1
307	Crawford,Kelly	FT	Receptionist/Office Assistant	1
308	Daniel,LaMont F	FT	Housekeeper	1
309	Davenport,Kevin	FT	Housekeeper	1
310	Dupree,Brian	FT	Office Clerk II	1
311	Eatman,Canela U	FT	Resident Director	1
312	Ellis-Pack,Paulette	FT	Housekeeper Lead	1
313	Ferguson,Marcella A	FT	Dispatcher	1
314	Fields,Naje U	FT	Junior Engineer	1
315	Goodall,Aurora T	FT	Administrative Assistant	1

	Name	Status	Classification	Years Of Serv
316	Grigsby,Joseph T	FT	Housekeeper	1
317	Harmon,Dejournette N	FT	Housekeeper	1
318	Hasheminejad,Armon	FT	Compliance Intern	1
319	Holmes,Charles W	FT	Housekeeper	1
320	Jasanya,Oluwakayode A	FT	Tutor	1
321	Johnson,Natisha	FT	Administrative Assistant I	1
322	Jones,Kareem C	FT	Night Manager	1
323	Kibinda,Faustin L	FT	Technician	1
324	Lomax,Ronald A	FT	Housekeeper	1
325	Lulombo,Christine	FT	Housekeeper	1
326	McGee-Preti,Wendy S	FT	Research Assistant	1
327	Nwachukwu,Obioha C	FT	Mover	1
328	Parris,Dellington J	FT	Summer Lab Assistant	1
329	Pearson,Josephine	FT	Housekeeper	1
330	Perry,Chelsea S	FT	Call Center Operator	1
331	Ricks,Jimmy L	FT	Housekeeper	1
332	Robertson,Thea J	FT	Office Clerk II	1
333	Santiful,Shalaunda A	FT	Maintenance Aide II	1
334	Shaw,Tonya	FT	Housekeeping Supervisor I	1
335	Simpson,Sandar	FT	Housekeeper	1
336	Smalls,Trafari S	FT	Commodities Procurement Clerk	1
337	Spearman,Trina	FT	Office Clerk I	1
338	Strickland,James E	FT	SHUTTLE BUS DRIVER	1
339	Tate,Terry	FT	Housekeeper	1
340	Thomas, III,Cliff	FT	Painter	1
341	Thomas,Roland J	FT	Housekeeper	1
342	Watts,Giselle Y	FT	Human Resources Assistant I	1
343	Whitfield,Mark	FT	Floor Technician	1
344	Whitmyer,Khari M	FT	Administrative Assistant	1
345	Adeniyi,Asimiyu G	FT	Grad Teaching Assist Economic	0
346	Alghamdi,Abdulwahab M	FT	Grad Teaching Assist Economic	0
347	Almakhalbah,Tariq S	FT	Grad Teaching Assist Economic	0
348	Almas,Hassan	FT	Lecturer	0
349	Boyd,Brittany N	FT	Grad Teaching Assistant Psych	0
350	Capella Peris,Carlos	FT	Lecturer	0
351	Dotson,Amanda	FT	Lecturer	0
352	Duchene-Kelly,Melisa S	FT	Lecturer	0
353	Green-Connor,Darlene	FT	Lecturer	0
354	Greezicki,Roger J	FT	Grad Teaching Assist History	0
355	Horne,Briget V	FT	Grad Teaching Assistant English	0
356	Lashley,Katherine A	FT	Lecturer	0
357	Morgan-Henry,Amanda	FT	Lecturer	0
358	Nkosi,Malik J	FT	Grad Teaching Assist History	0
359	Omondiale,Felix O	FT	Grad Teaching Assist Economic	0
360	Reid,Andy J	FT	Grad Teaching Assistant English	0
361	Sampson,Sabrina S	FT	Grad Teaching Assist Sociology	0
362	Shaikh,Amin	FT	Lecturer	0
363	Sutton,Karen E	FT	Grad Teaching Assist History	0
364	Bennett,Rodney J	FT	Facility Mgr Outdoor Sports	0
365	Bowman,Charlene M	FT	GESTAR Financial Analyst	0
366	Carr,William	FT	Assistant Coach	0
367	Clayton,Stanley	FT	Assistant Football Coach	0
368	Dickerson,Ron	FT	Assistant Football Coach	0

	Name	Status	Classification	Years Of Serv
369	French,Stacy	FT	Career Specialist	0
370	Gross,Michelle R	FT	Retention Coordinator	0
371	Haynes,Robin R	FT	Business Advisor	0
372	Jackson,Charles D	FT	Program Coordinator	0
373	Michel,Florence R	FT	Tour Coordinator	0
374	Moore,JaQuel	FT	Admin Assist, Title IV-E Child	0
375	Nelson,Veronica L	FT	AMIE Executive Director	0
376	Pinkard-Pierre,Malarie K	FT	Interim Executive Director	0
377	Queen,Paxton	FT	Assistant Equipment Manager	0
378	Sias,Cristel J	FT	Business Advisor	0
379	Smith,Ranecia M	FT	Lead Career Specialist	0
380	Socorro-Aguirre,Juana	FT	Resident Director	0
381	Unlu,Ilyas	FT	Associate Research Scientist	0
382	Wilkerson,Evette E	FT	Senior Program Analyst	0
383	Williams,Nicole A	FT	Environmental Education Specialist	0
384	Williams,Stephanie S	FT	Program Coordinator	0
385	Wilson,Amber N	FT	AEP Coordinator	0
386	Adams,Corin	FT	Academic Intern	0
387	Alexander,Eric L	FT	Housekeeping Supervisor I	0
388	Anderson,Michelle	FT	Housekeeper	0
389	Bean,Lekia	FT	Housekeeper	0
390	Betts,MIlton	FT	Housekeeper	0
391	Bolling,Sha'Bastian	FT	Security Guard	0
392	Brown,Leon	FT	Groundskeeper	0
393	Bryant,Dezmond	FT	Procurement & Property Control	0
394	Castro,Sherry D	FT	MT Maintenance Mechanic	0
395	Clarke,Shanell	FT	Housekeeper	0
396	Cox,Omar	FT	Housekeeper	0
397	Davis,Judy	FT	Housekeeper	0
398	Dooley,Joanne	FT	Housekeeper	0
399	Epps,Ahtiba J	FT	Security Guard	0
400	Estephanos,Semhar	FT	Buyer Clerk	0
401	Foster,Larry M	FT	Administrative Assistant	0
402	Gibson-Bey,Ricky	FT	SHUTTLE BUS DRIVER	0
403	Gray,Angel C	FT	Office Clerk	0
404	Green,Paris J	FT	Postal Services Processor	0
405	Hawkins,Mia H	FT	Housekeeper	0
406	Hills,Whitney D	FT	Administrative Assistant	0
407	Hilton,Asia	FT	Office Clerk I	0
408	Holland,Brian	FT	Housekeeper	0
409	Horton,Peggy A	FT	Customer Service Operator	0
410	Hurwitz,Natasha	FT	Research Assistant	0
411	Idowu,Ismail A	FT	MT Maintenance Aide I	0
412	Jackson,Cecelia	FT	Housekeeper	0
413	Johnson,Asia B	FT	Housekeeper	0
414	Lashley,Erica	FT	Housekeeper	0
415	Lee,Devon	FT	Library Assistant I	0
416	Lee,Keatrice	FT	Housekeeper	0
417	Lynch, Jr.,Ronald	FT	Housekeeper	0
418	Mayfield,Andrea R	FT	Housekeeper	0
419	Morris,Deonte C	FT	Public Safety Aide	0
420	Murphy,Cynthia	FT	Program Analyst	0
421	Nwosisi,Ifeoma	FT	Health Assistant	0

	Name	Status	Classification	Years Of Serv	
422	Oderinde,Oluwagbemiga O	FT	Building Manager	0	
423	Olajorin,Festus A	FT	Night Manager	0	
424	Pashkevich,Brian A	FT	Athletic Trainer Intern	0	
425	Pierre-Louis,Iyanna	FT	Office Clerk II	0	
426	Pinkney,Nichole	FT	Housekeeper	0	
427	Rogers-El,Rufus	FT	Floor Technician	0	
428	Saintpreux,Marvin D	FT	Building Manager	0	
429	Salmond,Darrius	FT	Security Guard	0	
430	Salmond,Donald W	FT	Security Guard	0	
431	Shepperson,Eric P	FT	Security Guard	0	
432	Stricker,Douglas W	FT	Security Guard	0	
433	Tela,Maria Teresa A	FT	Administrative Assistant	0	
434	Thomas,Alana	FT	Night Manager	0	
435	Thomas,Darien	FT	Security Guard	0	
436	Thomas,Leslie	FT	SHUTTLE BUS DRIVER	0	
437	Thomas,Michael O	FT	Grounds Keeper	0	
438	Trent,Lauren D	FT	Housekeeper	0	
439	Valentine,Courtney	FT	Shuttle Bus Driver	0	
440	Walker,Stella M	FT	Housekeeping Supervisor I	0	
441	Ward,Monte M	FT	Groundskeeper	0	
442	Webb,Sharon D	FT	Housekeeper	0	
443	Wiley,Doreen	FT	Housekeeper	0	
444	Womack,Erica S	FT	Housekeeper	0	
445	Worley,Tuneshia N	FT	Call Center Operator	0	
446	Young,Jacob D	FT	Operations Assistant	0	
447	Johnson,Ashley B	FT	Career Specialist	-1	
448	Rodenhauser,Jo-An C	PT	Lecturer	46	*
449	Leggett,Carleen S	PT	Fulbright Program Director	49	*
450	Gray,C. V	PT	Lecturer	45	*
451	Mattei,Neil	PT	Caribbean Director/Announcer	44	
452	Coffield,Tarsha S	PT	Manager of Information Systems	35	*
453	Fink,Donald P	PT	Plumber	28	*
454	Harris Bondima,Michelle	PT	Lecturer	27	
455	Watkins,Maurice	PT	Program Manager	27	
456	Wells,Gail	PT	Office Clerk	26	*
457	Stewart,Karl	PT	Band Assistant; Field Instruct	25	
458	Wiley,Larry	PT	Ticket Taker	24	
459	Murray,Elmer R	PT	Lecturer	23	
460	Elliott,Jeffrey	PT	Counselor	23	
461	Harris,Aaron C	PT	Math Teacher	23	
462	Evans,Gregory	PT	Architectural Technician I	21	*
463	Agwuna,Ruth	PT	Medical Director	20	
464	Greene,Paul A	PT	Chief Photographer	20	
465	Briscoe,Barbara	PT	Lecturer	19	
466	Mohan,Rajindralal	PT	Lecturer	19	
467	Gibson,Bradley N	PT	Area Supervisor	17	
468	Glenn,William N	PT	Health Specialist	16	
469	Staton,James	PT	Announcer	16	
470	Lee,Oteina F	PT	NIGHT MANAGER	16	
471	Lewis,Nakeshia	PT	Asst. Athletic Ticket Coordinator	16	
472	McCall,Henrietta S	PT	Administrative Support Specialist	16	*
473	Wilson,Adelaide	PT	Ticket Manger	16	*
474	Singer,Mark I	PT	Lecturer	15	

	Name	Status	Classification	Years Of Serv
475	Snowden,Cecelia B	PT	Lecturer	15
476	Jiabana,Gabriel M	PT	Lecturer	14
477	Nix-McCray,Nelda Y	PT	Lecturer	14
478	Mahlangu,Arthur	PT	Announcer/Director	14
479	Atkinson,Lakimbra	PT	Ticket Office Admin.	14
480	Chikaka,Rasasa	PT	Area Supervisor	14
481	Johnson,Christine E	PT	Lecturer	13
482	Berry,Walter J	PT	Announcer/Reggae Director	13
483	Coley,Darrin D	PT	Mentor Coordinator	13
484	Goode,Gwendolyn M	PT	Administrative Staff	13 *
485	Alexander,Perry	PT	Producation Two	13
486	Germany,Albert L	PT	Play by Play Announcer	13
487	Taylor,Lexter	PT	Announcer/Football/Track	13
488	Thompson,Earl J	PT	Production Three	13
489	Abeson,Felix	PT	Lecturer	12
490	Dodson,Eric	PT	Lecturer	12
491	Keutcha,Julienne P	PT	Lecturer	12
492	Levy,Meloney E	PT	Lecturer	12
493	McCargo,Calvin B	PT	Lecturer	12
494	Mohamed-Ali,Mohamed A	PT	Lecturer	12
495	Nuur,Sadiq O	PT	Lecturer	12
496	Russell,Jamaal A	PT	Lecturer	12
497	Russo,Tadd	PT	Lecturer	12
498	Walker,Willie R	PT	Lecturer	12
499	Willoughby,Arthur N	PT	Lecturer	12
500	Scott,Celeste	PT	Math Teacher	12
501	Sharpe,Millicent	PT	French/Spanish Teacher	12
502	Simpson,Mamie L	PT	Sr. Program Manager	12
503	Wandji,Ketchiozo T	PT	Senior Program Engineer	12
504	Berry,Herbert N	PT	Production II	12
505	Thomas,Jacqueline L	PT	Ticket Office Admin.	12
506	Ward,Austin R	PT	Commentator	12
507	Dunlap,Stacie C	PT	Lecturer	11
508	Holt,Harry W	PT	Lecturer	11
509	Langford,Paula	PT	Lecturer	11
510	Lanier,Ruthdasia Y	PT	Lecturer	11
511	Phillips,Donnell N	PT	Lecturer	11
512	Ifill,Michelle	PT	Education Coordinator	11
513	Johnson,Laroyce	PT	Production One	11
514	Johnson,Nastosha T	PT	Ticket Taker	11
515	Ramos,Mykell	PT	Board Operator	11
516	Cottman,Johanna E	PT	Lecturer	10
517	Tchoumi,Bertrand G	PT	Lecturer	10
518	Smith,Brandon T	PT	Library Assistant	10
519	Adu-Sarkodie,Nana Yaw	PT	Lecturer	9
520	Asante,Kimberly B	PT	Lecturer	9
521	Johnson,Kimberly M	PT	Lecturer	9
522	Parsons,Michael H	PT	Lecturer	9
523	Baker,Valencia	PT	Coordinator	9
524	Anthony,Pernell	PT	Production One	9
525	Hanner,Alfreda	PT	Ticket Reader	9
526	Horton,Cheryl	PT	Ticket Reader	9
527	Marshall,Candice A	PT	Graduate Research Assistant	9

	Name	Status	Classification	Years Of Serv
528	Afolabi,Felix I	PT	Lecturer	8
529	Fitzpatrick,John T	PT	Lecturer	8
530	O'Neal,Cashmere	PT	Lecturer	8
531	Pilgrim,Shauntisha A	PT	Lecturer	8
532	Nyambura,Grace W	PT	Instructional Assistant	8
533	Townes,Matthew P	PT	Head Coach	8
534	Goodman,Jeffrey P	PT	Production Two	8
535	Ali,Israil R	PT	Lecturer	7
536	Green,Edna	PT	Lecturer	7
537	Hill,Arthur	PT	Lecturer	7
538	Kay,Monica N	PT	Lecturer	7
539	Miggans,Nicholas	PT	Lecturer	7
540	Tshibangu,Wa M	PT	Lecturer	7
541	Thomas,Reginald C	PT	Admissions Representive	7
542	Johnson,Alexander	PT	Technical Assistant	7
543	Johnson,Felomina G	PT	Office Clerk	7
544	Johnson,Jereel	PT	Scoreboard Camera Operator	7
545	Kensie,Kelli	PT	Digitization Asset Specialist	7
546	McCullough,Kamaiya P	PT	Usher	7
547	Anderson,Rosemary	PT	Lecturer	6
548	Barber,Willie L	PT	Lecturer	6
549	Carvallo,Lisa M	PT	Lecturer	6
550	Henry,Charles E	PT	Lecturer	6
551	Johnson,Joquetta	PT	Lecturer	6
552	Milbourne,Richard	PT	Lecturer	6
553	Nonogaki,Reiko	PT	Lecturer	6
554	Odunze,Adaora N	PT	Lecturer	6
555	Ogallo,Hellon G	PT	Lecturer	6
556	Terry,Kristin	PT	Lecturer	6
557	Wall,Loretta Y	PT	Lecturer	6
558	Brown,Cedric O	PT	History Teacher	6
559	Green, Sr.,Richard A	PT	Digitization Specialist	6
560	Lawford,Richard	PT	Sr. Scientist	6
561	McJimpsey,Darwin	PT	Designer	6
562	Pope,Angela Y	PT	Band Program Marching Assist	6
563	Brace,Garrett W	PT	Producation Two	6
564	Cole,Omar D	PT	Admission Representative	6
565	Green,Sharon J	PT	RECEPTIONIST	6
566	Akomolafe-Fatuyi,Esther O	PT	Lecturer	5
567	Blake,William L	PT	Lecturer	5
568	Daughtery,Laura	PT	Lecturer	5
569	Lian,Kuo P	PT	Lecturer	5
570	Pruitt,Shanteisha D	PT	Lecturer	5
571	Wade,Brenda C	PT	Lecturer	5
572	Burke,Wendell A	PT	Head Coach	5
573	Fletcher,Derryck D	PT	Co-Director Gospel	5
574	Heard,Dwayne A	PT	Band Assistant, Field Instruct	5
575	Awotoye,Yemisi F	PT	Research Assistant	5
576	Kilgore,Gale A	PT	Ticket Office Admin.	5
577	Marshall,Roderick A	PT	Basketball Replay Operator	5
578	Odebode,Tijesunimi J	PT	Teacher Assistant	5
579	Williams,Marcus A	PT	Producation Two	5
580	Cox,Sophia	PT	Lecturer	4

	Name	Status	Classification	Years Of Serv
581	Fuentes,Roxanne	PT	Lecturer	4
582	Kibira,Deogratias	PT	Lecturer	4
583	Laaly,Safieh	PT	Lecturer	4
584	Lancaster,Paul T	PT	Lecturer	4
585	Lechleiter,Kathleen	PT	Lecturer	4
586	Lopez,David	PT	Lecturer	4
587	Morgan,Benjamin	PT	Lecturer	4
588	Oduyela,Samuel O	PT	Lecturer	4
589	Vieira,Glaydson M	PT	Lecturer	4
590	Willis,Michelle	PT	Lecturer	4
591	Mack,Kerry A	PT	Coordinator	4
592	Mills,Marvin	PT	Staff Accompanist	4
593	Shahid,Robert E	PT	Announcer/Host	4
594	Bourne, Jr,Paul	PT	Production Two	4
595	Duncan,Jayde M	PT	Graduate Assistant	4
596	Hobson,Pamela	PT	Production three	4
597	Kengne,Irene S	PT	Grant Accountant	4
598	Lesane,Jonathan E	PT	Production Two	4
599	Lewis,Derrick C	PT	Area Monitor	4
600	Bah,Alpha	PT	Lecturer	3
601	Banton,Tamal	PT	Lecturer	3
602	Durham,Simone N	PT	Lecturer	3
603	Harrison,Na'Cara L	PT	Lecturer	3
604	Hendee,Susan	PT	Lecturer	3
605	Hollis,Ann	PT	Lecturer	3
606	Jones,Garfield S	PT	Lecturer	3
607	Leigh,Jasmine L	PT	Lecturer	3
608	Amin,Derrick A	PT	Muslim Chaplain	3
609	Everling,Elsa C	PT	Workflow Coordinator	3
610	Hineline,Lawrence J	PT	Softball Coach	3
611	Stewart,Natalie	PT	Announcer/Host	3
612	Terry, Sr.,Raymond	PT	Policy Research Assoc	3
613	Travenia,LaLonnie	PT	Career Guidance Counselor	3
614	Avent,Kelle	PT	Underwriting Rep/Producer	3
615	Bond,Barbara	PT	Ticket Reader	3
616	Bowen,Renee D	PT	Resident Director	3
617	Carter,Eric	PT	TICKET SELLER	3
618	Carter,Janae A	PT	Locker Room Attendant	3
619	Edwards,Jasmine C	PT	Graduate Assistant	3
620	Gbenga Akinbiola,Abosede O	PT	Writing Center Fellow	3
621	Gharaiefathabad,Somayeh	PT	Graduate Research Assistant	3
622	Harris,Rochae N	PT	Information Desk Assistant	3
623	Jones,Raven F	PT	OFFICE ASSISTANT II	3
624	Mensah,James	PT	Library Assistant	3
625	Yearwood,Kyle	PT	Technical Assistant	3
626	Bazyar Shourabi,Neda	PT	Lecturer	2
627	Bennett,Coretta L	PT	Lecturer	2
628	Brown,Kristin S	PT	Lecturer	2
629	Gantt,Harriett	PT	Lecturer	2
630	Gray,NeCole L	PT	Lecturer	2
631	Hoban,Rodney	PT	Lecturer	2
632	Krehnbrink,William	PT	Lecturer	2
633	Mayazi-Saunders,Amina	PT	Lecturer	2

	Name	Status	Classification	Years Of Serv
634	Shokouhian,Mehdi	PT	Lecturer	2
635	Suljak,Andrew	PT	Lecturer	2
636	Theodore,Jamal	PT	Lecturer	2
637	Thomas,Debbie	PT	Lecturer	2
638	Adkins-Jackson,Paris B	PT	Program Assistant	2
639	Ayers,Nathan E	PT	Grad. Asst. Football Coach	2
640	Belay,Marta H	PT	Sr. Program Analyst	2
641	Moore,Andrea D	PT	Asst. Cheerleading Coach	2
642	Stewart,Emmanuel	PT	Assistant Coach	2
643	Adenuga,Taiwo F	PT	Asst. IT Project Manager	2
644	Braddy,Jamari M	PT	Production Two	2
645	Christian,Lori A	PT	Ticket Reader	2
646	Colston,Eric L	PT	Office Assistant	2
647	Colvin,King-Zaheer S	PT	Production One	2
648	Coxton,Brian	PT	Asst. Coach	2
649	Esimobi,Blessing	PT	Graduate Assistant	2
650	Gray,Warren L	PT	Lab Manager	2
651	Mack,Robin	PT	Guest Services Window Greeter	2
652	Obafemi-Babatunde,Ridwan O	PT	Accounting Intern	2
653	Oluwasuji,Oluwakorede O	PT	Academic Tutor	2
654	Peters,Tricia	PT	Weaa Board Operator	2
655	Scott,Sjonya N	PT	Lifeguard	2
656	Smallls,Gloria	PT	Commodities Procurement Clerk	2
657	Smith,Courtney A	PT	Resident Assistant	2
658	Stevenson,Monet S	PT	Graduate Research Assistant	2
659	Whitaker,Amir R	PT	Resident Assistant	2
660	Bennett,Marvin C	PT	Lecturer	1
661	Borden,William	PT	Lecturer	1
662	Buckley,Samuel J	PT	Lecturer	1
663	Coker,Bryan	PT	Lecturer	1
664	Dixon,Kevin	PT	Lecturer	1
665	Harris,Hamil	PT	Lecturer	1
666	Moore,Janae	PT	Lecturer	1
667	Popat,Deval	PT	Lecturer	1
668	Price,Latisha	PT	Lecturer	1
669	Robinson,Davida L	PT	Lecturer	1
670	Shaw-Taylor,Eva	PT	Lecturer	1
671	Stuart,Martha S	PT	Lecturer	1
672	Ward,Jazmin K	PT	Lecturer	1
673	Babalola,Ibipo B	PT	Writing Assistant ASCEND	1
674	Fajobi,Olaoluwa A	PT	Data Manager	1
675	Jones,Ernestine Y	PT	Host/Announcer	1
676	Rice,Ty-ron R	PT	Board Operator	1
677	Richie,Robyn	PT	English Teacher	1
678	Smith,Shamerra K	PT	Online Forms & Comm. Specialist	1
679	Swann,Wayne	PT	Interim Tech Transfer Director	1
680	Taylor,Eveline L	PT	Data Base Administrator	1
681	Ullman,Robert S	PT	Asst. W. Softball Coach	1
682	Wells,Antonio S	PT	Assistant Coach	1
683	Abimaje,Comfort O	PT	Intern	1
684	Adejumo,Adekunle F	PT	Near Peer Mentor	1
685	Adeyemi,Adetomike S	PT	Desk Attendant	1
686	Berkley,James H	PT	Desk Attendant	1

	Name	Status	Classification	Years Of Serv
687	Braxton,Shawn W	PT	Usher	1
688	Cabell,Arphelia K	PT	Writing Center Fellow	1
689	Cuevas,Dainty	PT	Digitization Asset Specialist	1
690	Daniels,Sharon V	PT	Office Clerk	1
691	Emiyah,Christian O	PT	Graduate Research Assistant	1
692	Emmanuel,Augustine	PT	Tutor	1
693	Foy,Alyssa M	PT	Production II	1
694	Hairston,Dequinn D	PT	Information Desk Assistant	1
695	Haley,Jennifer A	PT	Office Assistant	1
696	Ihuoma,Chinwe J	PT	Orange Technician	1
697	James,Jahiem	PT	Resident Assistant	1
698	Johnson,Edgar	PT	Library Assistant	1
699	Lawal,Malik M	PT	Recreation Center Assistant	1
700	Liverpool,Noel S	PT	Student Mail Clerk	1
701	Mabaso,Simon S	PT	Basketball Shot Clock Operator	1
702	Merchant,Evelin	PT	Resident Assistant	1
703	Miller,Kai J	PT	Desk Attendant	1
704	Nnaji,Chinedu E	PT	Tutor	1
705	Ongadi,George E	PT	IT Technology Assistant	1
706	Stanley,Tyrell A	PT	Production II	1
707	Stewart,Micaela	PT	Usher	1
708	Walker,Joseph	PT	Production Three	1
709	Williams,Xavia A	PT	Recreation Center Assistant	1
710	Wright,Tyler	PT	Ticket Office Administrator	1
711	Applauso,Nicolino	PT	Lecturer	0
712	Binkley,Paul	PT	Lecturer	0
713	Burns,Nathan	PT	Lecturer	0
714	Giscard Abdoumfokue,Salif	PT	Lecturer	0
715	Goldson,Monica	PT	Lecturer	0
716	Johnson,Tonia	PT	Lecturer	0
717	Lindsey,Glenda L	PT	Lecturer	0
718	McDaniels,Nicholas	PT	Lecturer	0
719	Moses,Diane	PT	Lecturer	0
720	Obringer,Justin	PT	Lecturer	0
721	Odunmbaku-Wilson,Abiodun	PT	Lecturer	0
722	Oyediran,David O	PT	Lecturer	0
723	Parker,Marcus	PT	Lecturer	0
724	Smith-Purgason,Pamela	PT	Lecturer	0
725	Vaughan,Ebony	PT	Lecturer	0
726	Brooks,Latosha N	PT	Project Coordinator	0
727	George,Derrick L	PT	Senior Program Analyst	0
728	Henderson,Bruce M	PT	Director of Music	0
729	Holland,Nicole M	PT	Nursing Education Specialist	0
730	Huff,Vanessa	PT	Nursing Education Specialist	0
731	Johnson,Lawrence	PT	Announcer/Host	0
732	Knight,Harriett	PT	Nursing Education Specialist	0
733	Pullen,Everse M	PT	Project Coordinator	0
734	Rosario,Andreina	PT	Athletic Marketing	0
735	Ross,Justin C	PT	Athletic Insurance Coordinator	0
736	Thomas,Denise M	PT	Cheerleading Coach	0
737	Wise,Karsonya	PT	Talk show host	0
738	Adesina,Oreoluwa J	PT	Research Assistant	0
739	Aljahdali,Faisal	PT	Information Technology Asst.	0

	Name	Status	Classification	Years Of Serv
740	Blanc,Alexander	PT	Producer	0
741	Carter,Justin R	PT	Assistant Tennis Coach	0
742	Cotton,Katlyn	PT	RESEARCH ASSOCIATE	0
743	Elias,Joy A	PT	Research Assistant	0
744	Emdad,Kaveh J	PT	Near Peer Mentor	0
745	Gbalah,Diana A	PT	Graduate Assistant	0
746	Giles,Kapricia V	PT	Customer Service Operator	0
747	Hackett,Maison	PT	Usher	0
748	Harris,Malcolm A	PT	Production 1	0
749	Hopgood,Jordan R	PT	Asst. Football Coach	0
750	Khalid,Madiha	PT	Research Assistant	0
751	Muhammad,Faraji R	PT	On Air Host	0
752	Nabipour,Amir Reza	PT	Graduate Assistant	0
753	Oni,Oluwasola S	PT	Digitization Assistant	0
754	Persaud,Kishore	PT	Broadcast Engineer	0
755	Riddick,Angela	PT	Production II	0
756	Rodgers,Kevin R	PT	Production I	0
757	Selsor,Mary A	PT	Fabrication Shop Assistant	0
758	Stewart,Roxanne M	PT	Ticket Reader	0
759	Stokes-James,Joice A	PT	Tutor	0
760	Word,Camryn	PT	Usher	0
761	Youngblood,Van	PT	Weekend Area Supervisor	0

** Retiree*

POLICY FOR CONVERTING CONTRACTUAL EMPLOYEES TO REGULAR POSITIONS

Attachment I

Policy on the Conversion of Contractual Faculty Positions to Regular Faculty Positions

I. Faculty Conversions

A. Recommendations for the conversion of a vacant contractual faculty position to a tenure-track faculty position shall be made by the Provost through the respective Deans. Recommendations for consideration for position conversion shall include:

a. Improved student retention
b. Enhanced quality of instruction
c. Enrollment demands
d. Meeting accreditation standards
e. Increased research, outreach and fundraising activities
f. Maintaining or enhancing Morgan's competitive position

B. Recommendations for the selection of employed contractual faculty for conversion shall be done in accordance to the Morgan State University Policy and Procedure on Appointment, Promotion and Tenure approved by the Board of Regents on April 13, 2004 which states:

1. When a faculty position becomes available, the Department Chair shall develop, in consultation with the Dean, the specifications for the position to be filled, including but not limited to: the discipline/area of specialization, academic degree level, teaching experience, departmental needs, and research interest.

2. The Department Chair shall establish a Departmental Search Committee of three to five (3-5) faculty members who are equivalent in rank to the rank of the position to be filled. The Departmental Search Committee may include faculty members from a related field (from the University or other institutions of higher education) when there is an insufficient number of eligible faculty in the department. Faculty selected from the related field must be equivalent to or senior in rank to the rank of the position to be filled. The Department Chair shall either serve as or appoint the chair of the Departmental Search Committee. In instances where the Department Chair is not available, the Dean shall appoint the Chair of the Departmental Search Committee.

3. The Department Chair shall advise the Departmental Search Committee of the appropriate specifications for the position, the time frame for the

search and other essential information. After proper advertisement of the position, both externally and internally, the Departmental Search Committee shall review all applications and determine those to be interviewed by departmental faculty and other appropriate personnel based on the specifications developed for the position. No interview shall be held until all documentary evidence is received from the candidate, including curriculum vitae, official transcripts, letters of recommendation and other published requirements.

4. After interviewing the candidates, the Departmental Search Committee shall recommend a maximum of three (3) qualified candidates to the Department Chair who shall, in turn, forward the Departmental Search Committee's recommendations along with the supporting documentation of the candidates to the Dean. In instances where the Department Chair is also the Chair of the Departmental Search Committee, the recommendation of the Departmental Search Committee shall be made to the Dean. The Department Chair shall also forward to the Dean the Department Chair's recommendation (independent of the Departmental Search Committee's recommendation) whether or not the Chair serves as chair of the Departmental Search Committee.

5. School Level
   The Dean shall review the recommendation of the Departmental Search Committee and the Department Chair. The Departmental Search Committee's recommendation and the recommendation of the Departmental Chair are advisory. The Dean may request the applications of every person who applied for the position. The Dean shall forward a recommendation to the Vice President for Academic Affairs (VPAA). The Dean's recommendation shall include the vitae for every candidate who applied, the Dean's recommendation for the order of preference of each candidate, the recommendation of the Department Chair, and the recommendation of the Departmental Search Committee. The Dean shall verify the credentials listed on the nominee's vitae and shall insure that all documents requested in published advertisements for the position are submitted with the Dean's recommendation to the VPAA.

6. Vice President for Academic Affairs
   The VPAA shall verify that a candidate is minimally qualified for appointment at the University and that all required documentation concerning a candidate's academic status is on file at the University. The VPAA shall submit a recommendation and may provide rationale for each candidate to the President.

7. President Review and Final Decision
   Appointment - The President shall consider the recommendation of the VPAA. The President shall make a final decision regarding the appointment and shall notify the appointee in writing. All appointments shall be subject to the final approval of the President. Any attempts by any person other than the President (or designee) to effectuate an appointment shall be void.

8. Employment Contract
   An appointment to a faculty rank shall have no effect until such time as a fully executed employment contract is executed by the President(or the President's designee) and the appointee. Prior to the existence of a fully executed employment contract between the parties, no employment relationship exists between the parties, and the appointee shall neither perform any services for the University nor have a reasonable expectation of compensation for any services that the appointee may render. Any attempts by any person other than the President (or designee) to effectuate an appointment shall be void.

C. Funding associated with part-time or full-time contractual positions identified for abolishment shall be directed toward the total cost of the newly created full-time regular positions.
D. Fringe benefits provided to a converted faculty shall be the same as any incoming regular Morgan State University faculty

II. The effective date of this policy is August 6, 2013.

Attachment II

Policy on the Conversion of Contractual Non-Exempt Staff Positions to Regular Staff Positions

I. Purpose of Policy

This policy is to govern the process for the conversion of full-time contractual non-exempt staff positions to regular staff positions subject to the availability of funds. Positions funded 50 percent or more through grants, contracts, and auxiliary operations are excluded from this policy.

II. Definitions for the Purpose of this Policy

A. Institutional Support – Direct support from the State and tuition revenue.

B. Full-time contractual staff – A person who has a University employment contract for a term of six (6) months or more in duration, and the employee's work schedule is 40 hours per week.

C. Adjusted Entry on Duty Date – The date a contractual employee was employed as a full-time contractual staff or, if applicable, the date an employee was employed as a full-time contractual staff after any break in service of one year or more or the date an employee was employed as a full-time contractual staff after a period of reduced average work schedule below 40 hours per week for one year or more. (Break in employment due to FMLA approved leaves are not considered as a break in service.)

III. Presidential Approval

The number of positions allocated for conversions shall be approved by the President.

IV. Staff Conversions

A. The appropriate Vice President or Administrator must certify that there is a continuing need for the function being performed by each selected employee to qualify for conversion.

B. Employees funded by an institutional support source shall be selected based on need, seniority and performance. Generally, more senior contractual employees shall be converted to regular full-time status as follows:

1. Seniority –
    i. Individuals with the longest time served as a full-time contractual staff member at Morgan will be converted into a regular position.
    ii. Seniority shall be determined by the above defined adjusted entry on duty date.
    iii. Individuals employed less than three years from the planned effective date of conversion do not qualify under this policy.
2. Disciplinary History – Employees with a documented disciplinary history to include written reprimands within 18 months, or suspensions within three years, prior to the planned effective date of the conversion shall not be eligible for conversion.
3. Performance - Employees with an overall evaluation of less than "meets standard" prior to the planned effective date of conversion are not eligible for conversion.

C. The personnel policies and procedures for University classified (non-exempt) shall apply to a converted staff member. For purposes of eligibility for tuition waiver, annual leave accrual and order of layoff and recall only, the adjusted entry on duty date will be used as the entry on duty date. In all other situations, the first day of employment as a regular employee will be used. Upon conversion of a contractual staff member to a regular staff position, the converted employee will serve a probationary period in accordance with University policy.

D. Funding associated with the staff contractual positions identified for conversion shall be directed toward the total cost of the newly created regular positions.

E. A position remains converted even after the employee leaves the position, unless abolished.

V. The effective date of this policy is August 6, 2013.

Attachment III

Policy on the Conversion of Contractual Exempt Staff Positions to Regular Staff Positions

I. Purpose of Policy

This policy is to govern the process for the conversion of full-time contractual exempt staff positions to regular staff positions subject to the availability of funds. Positions funded 50 percent or more through grants, contracts, and auxiliary operations are excluded from this policy.

II. Definitions for the Purpose of this Policy

A. Institutional Support – Direct support from the State and tuition revenue.

B. Full-time contractual staff – A person who has a University employment contract for a term of six (6) months or more in duration, and the employee's work schedule is 40 hours per week.

C. Adjusted Entry on Duty Date – the date a contractual employee was employed as a full-time contractual staff or, if applicable, the date an employee was employed as a full-time contractual staff after any break in service of one year or more or the date an employee was employed as a full-time contractual staff after a period of reduced average work schedule below 40 hours per week for one year or more. (Break in employment due to FMLA approved leaves are not considered as a break in service.)

III. Presidential Approval

The number of positions allocated for conversions shall be approved by the President.

IV. Staff Conversions

A. The appropriate Vice President or Administrator must certify that there is a continuing need for the function being performed by each selected employee to qualify for conversion.

B. Employees funded by an institutional support source shall be selected based on need, seniority and performance. Generally, more senior contractual employees shall be converted to regular full-time status as follows:

1. Seniority –
    i. Individuals with the longest time served as a full-time contractual staff member at Morgan will be converted into a regular position.
    ii. Seniority shall be determined by the above defined adjusted entry on duty date.
    iii. Individuals employed less than three years from the planned effective date of conversion do not qualify under this policy.
2. Disciplinary History – Employees with a disciplinary history to include written reprimands, within 18 months prior or suspensions, within three years prior to the planned effective date of the conversion shall not be eligible for conversion.
3. Performance - Employees with an overall evaluation of less than "meets standard" prior to the planned effective date of conversion are not eligible for conversion.

C. The personnel policies and procedures for University exempt employees shall apply to a converted staff member. For purposes of eligibility for tuition waiver and annual leave accrual only, the adjusted entry on duty date will be used as the entry on duty date. In all other situations, the first day of employment as a regular employee will be used. Upon conversion of a contractual staff member to a regular staff position, the converted employee will serve a probationary period in accordance with University policy.

D. Funding associated with the staff contractual positions identified for conversion shall be directed toward the total cost of the newly created regular positions.

E. A position remains converted even after the employee leaves the position, unless abolished.

F. Exception to the Policy
    1. In the event, a regular position is requested for a critical need:
        i. A Vice President or an administrator who reports directly to the President may submit an exception request to the Office of Human Resources to convert an employee who would not otherwise be eligible for conversion at the time.
        ii. The request must identify a funding source, justification including associated benefits and/or negative consequences to the University, if not authorized.
        iii. The Director of Human Resources will forward the request to the President with comments, to include fiscal impact information from the Vice President for Finance and Management for determination.
        iv. To be considered critical, evidence must be provided that the
            1.
                a. Employee has specialized and/or unique skills or experience that cannot be easily replicated, or

b. Turnover in the position would significantly disrupt the critical operations of the associated unit; and

2. A comprehensive fringe benefit package is typically provided for this type of position.

V. The effective date of this policy is August 6, 2013.

FIVE-YEAR PLAN TO CONVERT CONTRACTUAL EMPLOYEES

MORGAN STATE UNIVERSITY
Five-Year Plan to Convert Contractual Employees

Effective July 1, 2018, the University shall cease to hire new contractual employees, but expressly retains the right to hire new contractual employees in the following categories as required:

1. Students;
2. Persons hired pursuant to short-term grants (six months or less);
3. Persons hired pursuant to grants that specifically exclude employee benefits;
4. Persons hired on short-term basis (six months or less) or on an emergency basis to non-renewable contracts; and
5. MSU retirees hired on a part-time basis.

Additionally, contractual non-exempt employees shall be converted on the following schedule:

FY 2018 – Six (6) contractual non-exempt employees shall be converted effective April 1, 2018.

FY 2019 – Fourteen (14) contractual non-exempt employees shall be converted effective December 1, 2018. If additional funds are available due to special state appropriations specifically for the conversion of contractual employees, additional non-exempt employees shall be converted.

FY 2020 – Ten (10) contractual non-exempt employees shall be converted December 1, 2019. If additional funds are available due to special state appropriations, additional contractual non-exempt employees shall be converted.

FY 2021 – 100% of all contractual non-exempt employees shall be converted contingent on special state appropriations specifically for the conversion of contractual employees.

FY 2022 – 100% of all contractual non-exempt employees shall be converted contingent on special state appropriations specifically for the conversion of contractual employees, if such funding was not received in the prior fiscal year.

Conversion of contractual non-exempt employees shall be based on: (1) length of service of employees currently providing services on a regular basis; (2) employee performance; and (3) anticipated duration of the converted position. Converted employees will not be entitled to retirement contributions for any service with the University prior to the date of conversion.