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Cc: Ed Lynch <ejlynch1@aol.com>; Dr. Ray Brie <rbrie@vcccd.cc.ca.us>; Dr. Steven F. Arvizu <sarvizu@vcccd.cc.ca.us>
Date: Tuesday, March 02, 1999 3:19 PM
Subject: Response to February 25, 1999 Human Resources Letter

Mr. Jack Lipton, Vice Chancellor, Human Resources

Yesterday, March 1, 1999 - I received your letter dated 2/25/99 declaring null and void the Professional Experts authorized and approved by Dr. Steven Arvizu, President of Oxnard College. The authorized work contract reflects the duties and responsibilities of the Coordinator for the Oxnard College Cisco Regional Networking Academy. Dr. Steven Arvizu, President of Oxnard College and Engineering Professor Ed Lynch, Head of the Oxnard College Cisco Regional Academy - supervise my work, it is they who are familiar with the over 40 hours of actual work which I perform for the program; however I only charge the College part-time hours. I am surprised they nor I were consulted - about the questions you and the Community College District have about my Oxnard College Cisco work responsibilities and work assignment. I do not understand why Ed Lynch nor I were given an opportunity to respond to your questions.

I am in the process of downloading e-mail from my computer. The notes reflect, in a limited manner, some of my work accomplishments (ofcourse, with the team support and guidance which I receive from both Dr. Arvizu and Professor Ed Lynch) for the Oxnard College Cisco Regional Networking Academy. The e-mail notes also demonstrate the over 40 hours per week of work - which all high quality Coordinators of any Cisco Regional Networking Academy must perform.

I am including Oxnard College Cisco Academy phone call bills (which I have paid from my part-time College salary). I am not including meeting notes and attendance of business and education technology conferences and community meeting because I do not want to overwhelm you.

I will copy the e-mail documents at Kinko's and will deliver them to you. I would appreciate an opportunity of talking to you and meeting you - I have not had the pleasure of meeting you. Perhaps Ed Lynch can join the meeting also. A good discussion of the duties and responsibilities of the Cisco Regional Coordinator position is very important at this time. Cisco is examining all Academies and will be re-certifying each, depending on compliance with specific Cisco Academy program requirements which Ed and I would like to share with you. Besides the Cisco Academy Instructors, Cisco has always recommended a full time Coordinator, an assistant and support staff. I will be leaving Oxnard College sometime in the near future - I would like an opportunity to share some ideas about the position.

The Oxnard College "Cisco Jan/Feb '99 Highlight Activities Report" - is not complete - I am sorry - I pressed the wrong key while answering the phone. I will complete the report tomorrow.

Lupe Anguiano, Coordinator
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