

BOARD MEETING DATE: September 16, 2025
ITEM NO: IX - b

RECOMMEND THAT the Board approves the Employee Classification changes as outlined in the attached memorandums.

THIS RECOMMENDATION fills vacant positions with internal applicants and reclassifies employees based on institutional need.

September 16, 2025

MEMORANDUM

To: Members, District Board of Trustees

From: Dr. John Grosskopf
President

SUBJECT: EMPLOYEE SERVICES RECOMMENDATIONS

It is recommended that the District Board of Trustees approves of changing Lauren Churchwell from Career to Professional for the position of Coordinator of Institutional Effectiveness and Accreditation Liaison.

EDUCATION

B.S.	Bachelor's in Business Administration	University of Florida Gainesville, FL
A.A.	Associates in Arts Degree	North Florida College, Madison, FL

EXPERIENCE

Institutional Effectiveness Specialist	North Florida College Madison, FL	January 2024- June 2025
Administrative Assistant	Middle Florida Baptist Association	2019-2024