

**MEMORANDUM**

**TO:** Members, LLCC Board of Trustees  
**FROM:** Charlotte J. Warren  
President  
**SUBJECT:** Position Vacancies and Hires  
**DATE:** February 25, 2026

**POSITION VACANCIES**

**Classified**  
IT Support Specialist I - 2 (FT)

**Professional**  
Adult Education Coordinator (FT)  
Advertising Manager (FT)  
Radiography Skills Lab Professional (FT)

**Administrator**  
Dean, The Learning Center  
Director, Athletics  
Director, Nontraditional Programming  
Program Director, Agriculture  
Program Director, Sonography

**Full-time Faculty**  
Instructor, Basic Nurse Assistant  
Instructor, Biology – 2  
Instructor, Chemistry  
Instructor, Computer Science  
Instructor, Construction Technologies  
Instructor, Diesel Technologies  
Instructor, English  
Instructor, Mathematics  
Instructor, Welding

**PROMOTIONS**

Brown, Ed	ERP Systems Administrator I	02/02/2026
Clark, Kellie	IT Trainer/Technical Writer	03/01/2026
Taylor, Cassy	Child Development Teacher	05/01/2026

**NEW HIRES**

Damitz, Don	ERP Systems Administrator I	02/02/2026
Miller, John	Truck Driver Training Specialist	02/02/2026
Walter, Devin	Enrollment Services Representative I	02/16/2026
Watret, Madison	Enrollment Services Representative I	02/23/2026

**RESIGNATIONS**

Phillips, Kellee	Student Care Coordinator	02/25/2026
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**RETIREMENTS**

Boehler, Susan	Student Success Advisor I	03/31/2026
Chizmar, Shannon	Child Development Teacher	04/30/2026

**INTERIM ASSIGNMENTS**

Steve Torricelli, Assistant Director-Athletics, will take on additional responsibilities in Athletics while the Director, Athletics position is vacant. This assignment will be effective March 16, 2026, and continue until the position is filled. This assignment comes with a 5% of base pay stipend.

Tiffany England, Athletics Operations Coordinator, will take on additional responsibilities in Athletics while the Director, Athletics position, is vacant. This assignment will be effective March 16 2026 and continue until the position is filled. This assignment comes with a 5% of base pay stipend.