

**TRANSFER AND APPOINT ASSISTANT GENERAL COUNSEL
DEPARTMENT OF LAW
(SARAH K. CAPLINGER)**

THE GENERAL COUNSEL REPORTS THE FOLLOWING RECOMMENDATION:

Transfer and appoint the following named individual to the position listed below effective August 29, 2011.

DESCRIPTION:

NAME:		FROM:	TO:
Sara K. Caplinger	Functional Title:	Administrative V	Professional III
	External Title:	Labor Relations Specialist	Assistant General Counsel
	Pay Band:	5	5
	Department:	Human Capital	Law
	Position No.:	259244	24506
	Rate:	Flat	Flat
	Annual Salary:	\$60,000.00	\$55,000.00

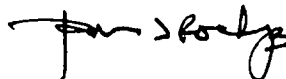
LSC REVIEW: LSC approval is not applicable to this report.

AFFIRMATIVE ACTION STATUS: Not applicable.

FINANCIAL: The expenditure involved in this report is not in excess of the regular budget appropriation.

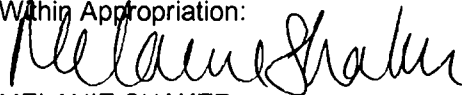
PERSONNEL IMPLICATIONS: The position to be affected by approval of this action is contained in the FY12 School budget.

Approved,



PATRICK J. ROCKS
General Counsel

Within Appropriation:



MELANIE SHAKER
Interim Chief Financial Officer