



## Human Resources Committee

### MINUTES

March 12, 2025

3:30 PM – 5:00 PM

Via Zoom: <https://rscd-edu.zoom.us/j/81930810697>

Meeting ID #819 3081 0697

#### **Members:**

**Chair, Kristin Olson, Vice Chancellor,  
Human Resources, District  
Co-Chair, Omelina Garcia, Classified  
Representative, Santa Ana College**

#### **Santa Ana College**

**Dr. Annebelle Nery, President**

**Dr. Jeffrey Lamb, Vice President,  
Academic Affairs (delegate in absence  
of President and regular guest)**

**Dr. Merari Weber, Academic Senate  
Representative**

**John Zarske, Academic Senate  
Representative**

**Omelina Garcia, Classified  
Representative**

#### **Santiago Canyon College**

**Dr. Jeannie Kim, President**

**Dr. Jason Parks, Vice President,  
Academic Affairs (delegate in absence  
of President and regular guest)**

**Denise Salcido, Academic Senate  
Representative**

**Charlie Malone, Academic Senate  
Representative**

**Zina Edwards. Classified Representative**

**Madeline Grant, President, FARSCCD**

#### **District Office**

**Kristin Olson, Vice Chancellor, Human  
Resources**

**Alistair Winter, Assistant Vice  
Chancellor, Operations**

**George Williams, Assistant Vice  
Chancellor, Human Resources,  
Investigations, & Equity**

**Maria E. Garcia, Human Resources  
Specialist, Classified Representative**

**Jasmin Hudson, Diversity, Equity, and  
Inclusion Coordinator**

**Emelyne Camacho, Diversity, Equity,  
and Inclusion Coordinator**

#### **Student Representatives**

**Alejandro Avila**

**Adriana Garcia Ludena**

**Members Present:** Emelyne Camacho, Zina Edwards, Maria Garcia, Omelina Garcia, Madeline Grant, Jasmin Hudson, Dr. Annebelle Nery, Dr. Jason Parks, Kristin Olson, Denise Salcido, Dr. Merari Weber, George Williams, Alistair Winter and John Zarske

**Members Absent:** Alejandro Avila, Dr. Jeannie Kim, Dr. Jeffrey Lamb, Adriana Garcia Ludena, Charlie Malone

**Guest:** Rene Araque, Sonia Leticia Velez

#### **1. Call to Order (Omelina Garcia)**

The meeting was called to order at 3:31 p.m.

#### **2. Welcome and Introductions of New Members and Guests (Omelina Garcia)**

The committee members took turns stating their names and locations for new members.

#### **3. Approval of the Minutes from February 12, 2025 (Omelina Garcia)**

It was moved by Dr. Parks and seconded by Dr. Weber to approve the February 12, 2025 minutes. There was one abstention from Maria Garcia and the motion passed.

#### **4. District Council Meeting March 3, 2025, Report Out & Update (Omelina Garcia)**

Omelina Garcia reported out the following action items from the March 3, 2025 District Council meeting:

- Approval of the 2025-2026 Tentative Budget Assumptions
- Approval of the following Administration Regulations:
  - AR 3410 Nondiscrimination
  - AR 3420 Equal Employment Opportunity
  - AR 3430 Prohibition of Harassment
  - AR 3440 Service Animals

#### **5. EEO/DEIA Activities, Report Out & Update (ODEI: Sonia Leticia Velez)**

Sonia Leticia Velez provided an update on the EEO Report, Component 13 and associated tasks via PowerPoint presentation. Component 13 focuses on the selection of specific Pre-Hiring, Hiring, and Post-Hiring strategies to advance equity, diversity and inclusion in our workplace.

#### **6. Review Revised BP & AR (Kristin Olson)**

Kristin Olson reviewed the following revisions to the board policies and administrative regulations with the committee.

- a. **AR 3300 Public Records**  
Legal references were updated.
- b. **AR 3435 Discrimination and Harassment Investigations**  
The committee agreed to edit Pg. 5, Filing a Timely Complaint to 45 recommended days and create stronger language connecting the section referring to the 180 complaint filing time limit and incorporate a rationale.
- c. **BP 3550 Drug-Free Environment and Drug Prevention Program**  
Reflects changes in the law.
- d. **Documents will be attached\* (please do not share out until after HRC meeting)**

- i. <https://www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%203/AR%203300%20Public%20Records.pdf> , no changes other than references
- ii. <https://rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%203/AR%203435%20Discrimination%20and%20Harassment%20Complaints%20and%20Investigations.pdf> updates to correspond with Title 5 updates
- iii. <https://www.rscdd.edu/Trustees/Documents/Board%20Policies/BPs-Chapter%203/BP%203550%20Drug%20Free%20Environment%20and%20Drug%20Prevention%20Program.pdf> , updates to match updated law on Naloxone Distribution, which is already updated in the corresponding AR

**7. Informational Item - Agenda for the 2024-2025 Year (Kristin Olson)**

Kristin Olson reviewed the agenda for the remainder of the 2024-2025 Year.

- b. **April: Review EEO Plan Module 13 (Review)**
- c. **May: Review EEO Plan Module 13 (Discuss & Advise)**
- d. **June: Committee Progress - Year in Review, DEIA Year in Review, Advise in DEIA Initiatives for 2025-2026, Set Committee Goals for Next Year, Set Meeting Dates**

**8. Adjournment (Omelina Garcia)**

The committee adjourned at 4:30 p.m. The next meeting will be held on April 2<sup>nd</sup> followed by the May 7<sup>th</sup> HRC meeting and the final HRC meeting on May 21<sup>st</sup>.