



## Human Resources Committee

### MINUTES

2/11/26 - 3:30 PM – 5:00 PM

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

#### **Members:**

**Chair, Kristin Olson, Vice Chancellor,  
Human Resources, District  
Co-Chair, Vacant**

#### **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  
Jessica Avalos, 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  
Vacant, Classified Representative  
Tiffany Gause, FARSCCD  
Representative**

#### **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, Classified  
Representative  
Jasmin Hudson, Diversity, Equity,  
and Inclusion Coordinator  
Emelyne Camacho, Diversity, Equity,  
and Inclusion Coordinator**

#### **Student Representative**

**Viviana Pedraza (SAC)  
Isabel Schwager (SAC)**

**Members Present:** Kristin Olson, Alistair Winter, Emelyne Camacho, Jasmin Hudson, Charlie Malone, Denise Salcido, George Williams, John Zarske, Dr. Merari Weber, Tiffany Gause, Viviana Pedraza, Dr. Jason Parks, Isabel Schwager

**Members Absent:** Jessica Avalos, Dr. Jeannie Kim, Dr. Annebelle Nery, Dr. Jeffrey Lamb, Maria Garcia

**Guest(s):** Rene Beiza, Sonia Leticia Veléz, Bryson Thrift

The meeting was called to order at 3:35pm

#### **1. Welcome and Introductions of New Members and Guests (Kristin Olson)**

Vice Chancellor Olson welcomed the attendees to the meeting. The attendees introduced themselves to the committee and guests. Co-chair Zina Edwards is officially retired. VC Olson will introduce every item.

#### **2. Approval of the Minutes from December 3, 2025 (Kristin Olson)**

The minutes were approved with abstention from John Zarske.

#### **3. Report on District Council Meeting (Kristin Olson)**

There was no District Council Meeting report. VC Olson anticipates there will be a District Council Meeting report at the next HRC meeting.

#### **4. EEO Plan Review: Module 5, 8, 9, 10, 11, & 12 (Kristin Olson)**

Bryson Thrift, Principal Human Resources Analyst, delivered a PowerPoint presentation entitled: EEO Plan 2026-2029, focusing on Components 5, 8, 9, 10, 11, & 12. Mr. Thrift noted he shared the EEO Plan with all materials in advance to give everyone an opportunity to gather questions and provide feedback. Mr. Thrift also noted that these components are still in draft form. Overview of components 5, 8 and 9 are focused on EEO governance, training, and outreach processes. Plan component 5: This is a recommended component and regulations do not require the committee be referenced in this plan, but the Chancellor's office strongly recommends including it as the EEO advisory committee is considered an integral part to the development of the EEO plan and oversight. Overall, this component reflects both the Chancellor's office guidance and District practice. Dr. Merari Weber inquired if the language regarding having two faculty members appointed by each academic senate could be more specific of the work units. Mr. Thrift indicated the language can be revised to make it more inclusive of all work units. Mr. Thrift asked Dr. Weber to email him language that would make more sense in this area for review and implementation. Mr. John Zarske recommended the composition of the committee should be part of a larger conversation. Mr. Thrift will discuss it further with his team and bring it back to the agenda for a future meeting. Plan component 8: Under Title 5, it is a required component. Requires districts to describe how employees participate in screening and selection of recruitment activities, and how they receive the appropriate EEO training. Mr. Thrift reviewed the draft EEO plan and showed how the District has increased access and enhanced accessibility and flexibility for employees to complete required trainings on their own schedule.

Plan component 9: Required component under Title 5. Requires the District to provide written notice to appropriate community-based and professional organizations regarding the District's EEO plan through mailings or electronic communication. Mr. Thrift indicated one key difference noted from the previous EEO Plan is that the current EEO Plan includes a defined list of community-based and professional organizations. During the current cycle, research was conducted for local and regional organizations that serve diverse communities that would benefit from receiving our EEO plan. Mr. Thrift further added if committee members are connected to any additional community-based or professional organizations that align with this purpose, recommendations are welcomed to be included as part of the annual outreach process. Plan component 10: Reviews the process for gathering information and periodic longitudinal analysis of the District's employees and applicants to look at trends and review the effectiveness of the measures. Mr. Thrift stated the District's ITS department provides the employee workforce demographic data while the applicant demographic data is pulled from NeoEd. Workforce availability data comes from the U.S. Census Bureau EEO Tabulation data tables. Adverse impact takes a look at the effect of a specific step in the hiring process that unintentionally and disproportionately excludes members of a protected group and is assessed using the 80% Rule. Dr. Weber mentioned when the choices are not offered – make a notation so the result of “zero” is not misleading when only two choices are provided. Ms. Emelyne Camacho indicated the datasets are required by the State Chancellor's Office and therefore, the choices are limited which can then result in zero. Mr. John Zarske asked where the 80% Rule comes from and Ms. Camacho indicated it is provided by the State Chancellor's office. Vice Chancellor Olson also added it is a legal standard that the industry uses for these calculations. Mr. Zarske inquired if interviewing 80% of the applicants would hit 80% across the board. Vice Chancellor Olson indicated these calculations provide information to review the procedures, activities, and efforts to see where you can shore up the process further. Dr. Weber commended the group and added that the information is helpful and allows for mentoring through Rancho Academy. Ms. Camacho further explained Component 13, which will also be reviewed, will show the initiatives that are in the works as well as already implemented to focus on the groups that are adversely impacted. Plan Component 11: Process for utilizing data to determine whether monitored groups are underrepresented within District job categories. Mr. Thrift indicated this Component is also required under Title 5 and uses the 80% Rule for testing. Mr. Thrift provided a step-by-step demonstration of how data is analyzed and calculated to determine underrepresentation. Plan Component 12: Reviews methods for addressing underrepresentation and is a required component by Title 5. Mr. Thrift demonstrated the strategies and implementation in the EEO draft plan to address adverse impact, underrepresentation, or both.

#### **5. Climate Survey Report (Kristin Olson)**

Ms. Sonia Leticia Veléz provided an update on the climate survey. The survey was open from November 12, 2025 to December 19, 2025. Focus groups took place from November 4, 2025 to November 26, 2026. There was a total of 12 focus groups with participation of 59 classified members, 18 managers and 29 faculty. The total staff member participation in the climate survey was 531. Breakdown of respondents: Classified: 166; Faculty: 193; Management: 48; Prefer not to respond to question/skipped: 124. Toward analyzing the data, Dr. Weber requested to have the total breakdown of each participating group and Dr. Weber and Ms. Denise Salcido requested to get a count for the total number of employees. Ms. Veléz indicated that information can be provided and that survey analysis will continue through March 2026. Results will be reviewed with HRC once available. Ms. Veléz provided a survey review of the results from the climate survey that took place in 2023.

#### **6. Job Fair Report (Kristin Olson)**

Mr. Rene Beiza presented an overview of the annual job fair put on by the Chancellor's Office that took place on January 31, 2026. Mr. Beiza indicated the Recruitment Team as well as representatives from Santa Ana College were present to support the outreach and engagement. Mr. Beiza indicated overall this event was successful and the team received several compliments on the materials that were provided to the attendees. Dr. Weber further elaborated on the success of the event. Ms. Veléz and Mr. Beiza also reported the Recruitment Team is currently working on faculty recruitment and clarifying how the co-faculty chair is appointed on the search.

#### **7. EEO Training Update Report (Kristin Olson)**

Due to time constraints, this item was tabled to the next HRC meeting.

**8. Committee Agenda Reminder for 2025-2026 (Kristin Olson)**

- EEO Plan Module 13
- 2 BPs and ARs will be moved to April and 2 BPs and ARs will be moved to May
- Recruitment topics
- Module 5 to be a standalone item
- Total employees with the District will be part of the climate survey data analysis.

**9. Meeting Dates Reminder for 2025-2026 (Kristin Olson)**

- **March 11, 2026**
- **April 1, 2026**
- **May 6, 2026**

**10. Adjournment (Kristin Olson)**

The meeting was adjourned at 5:00pm