



HUMAN RESOURCES COMMITTEE

MINUTES

November 12, 2025, 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, Zina Edwards**

Santa Ana College

**Dr. Annabelle 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
Zina Edwards, Classified Representative
Tiffany Gause, Vice 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 Representative

Viviana Pedraza

Members Present:, Emelyne Camacho, Zina Edwards, Maria Garcia, Tiffany Gause, Jasmin Hudson, Dr. Jeffrey Lamb for Dr. Annabelle Nery, Charlie Malone, Kristin Olson, Dr. Jason Parks for Dr. Jeannie Kim, Denise Salcedo, Dr. Merari Weber, George Williams, Alistair Winter and John Zarske.

Members Absent: Jessica Avalos, Dr. Jeannie Kim, Dr. Annabelle Nery, Viviana Pedraza

Guest: Rene Beiza, Claire Coyne, Nakita Gupta (Climate Survey Consultant), Bryson Thrift, Sonia Leticia Velez

The meeting was called to order at 3:34 p.m.

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

Vice Chancellor Olson welcomed the attendees to the meeting, and all attendees introduced themselves to the new committee members and guests. Guest, Nakita Gupta, MPH, ACC and consultant attended to present on the Climate Survey.

2. Approval of the Minutes from October 8, 2025 (Zina Edwards)

It was moved by Zina Edwards and seconded by Merari Weber to approve the October 8, 2025 minutes. The motion passed with abstentions from Denise Salcedo, Charlie Malone and Alistair Winter.

3. Report on District Council Meeting (Kristin Olson)

There was no District Council meeting report.

4. EEO Plan Review: Module 5, 6, 7 (Kristin Olson)

- a. The EEO Plan Review will be presented by Bryson Thrift, Principal HR Analyst and the EEO/ODEI Team

Bryson Thrift, Principal Human Resource Analyst, reviewed EEO Plan modules 1-4, from the previous HRC meeting before conducting a PowerPoint presentation entitled, EEO Plan 2026-2029, Review of Components 5-7. There was an overview of each component 5-7 including expectations and guidelines from the Chancellor's Office and a review of proposed edits and language for the 2026-2029 EEO Plan, Components 5-7. Component 5 provides the guidelines for the EEO Advisory Committee, which is HRC at RSCCD. This component includes the purpose of the EEO Advisory Committee, how the Advisory Committee is formed, process to ensure a diverse membership, and how the EEO Advisory Committee will receive training. Kristin Olson commented that the committee composition was changed slightly with the addition of the ODEI positions and the Assistant Vice Chancellor, Human Resources, Investigations, & Equity position. Committee members discussed adding language for the inclusion of non-credit representation to the committee membership, agreeing that modified language would be reviewed at the next HRC meeting. Component 6 outlines the procedures for filing complaints pursuant to Title 5, section 53026. No language modifications were proposed, as current language aligns with Title 5 requirements. Component 7 discusses the notification process to District employees outlining the EEO Plan and associated policy. The language modification was reviewed with the committee.

5. Climate Survey 2025 Overview (Kristin Olson)

The overview was presented by Nikita Gupta, MPH, ACC and climate survey facilitator for LIITE Consulting Group, who will be overseeing all aspect of the climate survey including the focus groups, analyzing the data, and presenting the findings. All constituency groups can participate in the survey, such as classified, faculty and management, and the survey is accessible online. Employees also have the ability to participate in focus groups. Responses to the survey and focus groups are kept completely confidential from HR, who will not have access to this information. Individuals are able to access a dedicated website landing page for more information on the survey. The committee offered the following recommendations and discussion points:

- Confidentiality should be even more emphasized in survey communications, including letting employees know that their IP addresses will not be tracked.
- The results from this survey need to be presented in a timely manner, which did not happen with the last survey.
- HRC requested the results from the prior survey.
- It would have been better if Nikita had presented to the District community prior to the survey, so employees would have gotten to know her.
- At the conclusion of the survey, HRC expressed interest in the response rate.
- Opening the survey at week 13 is not the best timing, as this time during the semester is very busy.
- In launching a climate survey, it would have been better to involve HRC to a greater degree for a greater advisory role, which may have included recommendations for town halls or speaking at shared governance meetings prior to opening the survey for responses.
- Consider pausing the survey to launch it at a later date.
- As a committee, provide input on how the results will be shared.
- Review survey results as a committee, including providing feedback on the release of the survey.

From the conversation, the recommendation was made to include the climate survey as a standing agenda item, for ongoing review and discussion. It was also decided to research and bring back the prior survey results.

6. Recruitment Process Report (Kristin Olson)

The Recruitment Process Report will be placed on the next HRC meeting agenda.

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

The committee reviewed the agenda items for the remainder for 2025-2026 academic year.

December – EEO Plan Module 8 & 9 & 10

February – EEO Plan Module 11 & 12; 2 BPs/AR

March – EEO Plan Module 13; 2 BPs/AR

April – EEO Performance Report; 2 BPs/AR

May – ODEI Activities Report - ODEI Year in Review; DEIA Initiatives for 2026-2027; Set Meeting Schedule & Goals for 2025-2026

The EEO Performance Report will be moved from the April meeting agenda to the August meeting agenda to align with the new September 1st due date for the Report.

8. Meeting Dates Reminder for 2025-2026 (Zina Edwards)

The committee reviewed the remainder of the meeting dates for 2025-2026 listed below. Poll results determined that the December 3rd HRC Meeting will be held in-person at the District Office at 3:30 p.m. Members who cannot attend can send alternates.

December 3, 2025

The poll results for the In-Person Meeting are the District Office for location and 3:30 – 5:00 p.m. for time preference. See vote results below.

Meeting location votes: 18 DO, 1 SAC, 2 SCC

Time preference votes: 14 (3:30 – 5:00 pm), 5 (4:00-5:00 pm), 2 (3:45 -5:00 pm)

February 11, 2026

March 11, 2026

April 1, 2026

May 6, 2026

9. Adjournment (Zina Edwards)

The meeting was adjourned at 5:04 p.m.