



HUMAN RESOURCES COMMITTEE
Via Zoom – District Office
3:30 – 5:00 p.m.
Meeting Minutes for June 10, 2020

Members Present: Tracie Green, Alistair Winter, Elouise Marasigan, Dr. Jeffrey Lamb, Melissa Govea, Dr. Denise Bailey, Dr. Linda Rose, Maria Garcia, Jarek Janio, Adam O’ Connor, John Zarske, Jonae Varela, Zina Edwards, and Dr. Marilyn Flores

Members Absent: Dr. Narges Rabii-Rakin

1. Welcome

Meeting was called to order at 3:31 pm.

2. Approval of Minutes – May 13, 2020 Meeting

It was moved by Ms. Edwards, seconded by Ms. Varela to approve minutes.

3. 2020-2021 HRC Meeting Schedule

It was moved by Ms. Bailey, seconded by Mr. Zarske to approve the proposed meeting schedule.

4. COVID-19 & Return to Work Plan

Ms. Green briefed on the companion guide to the Return to Work Plan detailing the following:

- i. What needs to be done; what your employer will look to do; having essential employees coming back to work; social distancing; wearing a mask; having plexiglass as a barrier between two individuals; hand-washing; staggering schedules; risk assessment on college sites for supplies.
- ii. Self-Monitoring – symptoms such as fever, sweat, cough, employees to stay home if sick.
- iii. Form a workgroup to create guidance for academic and/or instructional spaces. Ms. Green will send a meeting invite to the college vice presidents.
- iv. Possibility to look into adjunct to cover classes.

5. Accreditation

Mr. Lamb stated the writing will be the next stage. The first draft deadline was extended to July 30, 2020 from June 30, 2020. It was suggested for each member who has been assigned a standard to begin writing. Possible create a writing support workgroup.

6. Other

None

Next HRC Meeting:

Wednesday, September 9, 2020

Via Zoom Meeting, 3:30 – 5:00 p.m.

Meeting Adjourned at 4:03 p.m.

Minutes Approved: 09/09/2020