



**HUMAN RESOURCES COMMITTEE**  
**Via Zoom – District Office**  
**3:30 – 5:00 p.m.**  
**Meeting Minutes for January 12, 2022**

Members Present: Alistair Winter, Denise Salcido, Maria Garcia, Jonae Varela, Martin Stringer, René Beiza, Cheng Yu Hou, Jennifer De La Rosa, Kimberly Johnson, Dr. Rabii-Rakin, Martin Stringer, Sil Han Jin, Gayane Khechoomian, Dr. Pamela Ralston, Roy Shahbazian, and John Zarske

Members Absent: Zina Edwards, Nancy Tanner, Morrie Barembaum, and Dr. Jeffrey Lamb

1. Welcome
  - a. Meeting was called to order at 3:33 p.m.
2. Approval of Minutes – November 10, 2021 Meeting

It was moved by Mr. Stringer, seconded by Ms. Zarske to approve minutes.
3. Diversity, Equity, and Inclusion (DEI)/EEO

Dr. Rabii-Rakin reported the following:

  - Code of Conduct Book is being created and will be shared with all the different constituents for their input.
  - A speaker series is also being created on the introspective and intersectionality of race and gender among our employees this spring.
  - Speaker series:
    - Lunar New Year Celebration on January 25
    - International Holocaust Remembrance Day on January 27; Board of Trustees will have it on docket on April
    - Black History Month – Black Women and African-American Women on February 10; Black Men and African-American Men on February 15
  - EEO Monitor Training on February 2 during Flex Week
  - EEO Regular Fundamental Training on Tuesday, February 1; 63 have registered
  - Exit Survey will be discussed on the next meeting.
4. RSCCD Administrative Regulations

Mr. Hou reported the administrative regulations will be sent to the committee for review and discuss on the next meeting.
5. RSCCD Employment Reference Check Forms

Mr. Winter reported the survey questions have been finalized and the survey will be submitted soon. The goal is to have the survey results by the next meeting. It was suggested for the Faculty Reference Check Form to be looked into first.
6. Other

Mr. Shahbazian thanked Mr. Hou for getting the faculty positions posted earlier.

Next HRC Meeting:  
Wednesday, February 9, 2022  
Via Zoom, 3:30 – 5:00 p.m.