

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway, Santa Ana, California 92706
Office: (714) 480-7489 Fax: (714) 796-3937
Human Resources Committee
Decision Room – #340
3:00 p.m. – 4:30 p.m.

Meeting Minutes for September 4, 2013

Members Present: John Didion, Christina Gheorge, Aracely Mora, Mary Mettler, Linda Rose, Victoria Williams, Rosie Enriquez, John Zarske, Diane Kincheloe, and Suzanne Stump

Members Absent: Morrie Barembaum, Judy Chitlik

Guest Speaker: Don Maus, Risk Manager, Rancho Santiago Community College District

The meeting was called to order by Mr. Didion at 3:05 p.m.

1. Approval of Minutes

The motion to approve the minutes of the 5/8/13 meeting was made by Mary Mettler and seconded by Suzanne Stump. The motion was carried unanimously.

2. Health Care Reform Implementation

Don Maus was the guest speaker - He had a hand-out with information on the Healthcare Reform Act that he shared with the committee. This Reform Act will be implemented by January 2014. His office is anticipating many questions regarding this, mostly by part-time employees.

3. Accreditation Standard IIIA – Human Resources

John Didion handed out information to the committee on the following:

1a - Faculty Hiring, Evaluation Processes, Professional Code of Ethics and the Section 7000 policies. The 7000 Policies will be ready to go to the Board Policy Committee and the Board of Trustees.

2a – Sufficiency of Full time faculty & Staff;

3a – Policies and Procedures;

4a– Equal Opportunity Compliance;

5a– Integrated with institutional planning.

4. **Projected Fall 2014 Full-time Faculty Hiring Obligation**

The full-time faculty hiring obligation will be expected to return to the 2008 obligation by the State Chancellor's Office. Rancho Santiago Community College District had been excused for the last few years because of the budget crisis. Now it looks like the district may have to hire as many as 26 faculty to meet the Fall 2014 obligation. The committee discussed how these 26 faculty members will be distributed between the two colleges.

5. **Projected Fall 2014 Full-time Faculty Hiring Obligation**

A proposal written by John Zarske, regarding the number of faculty representation on administrative hiring committees' will be brought to the next Human Resources Committee meeting.

6. **Review Revised Human Resources Policies (Conversion to CCLC Model Policies)**

John Didion asked committee members to review the HR Policies that will be converted to the CCLL model.

7. **Future Agenda items:**

The update on the Employee Satisfaction Survey will be presented at the next Human Resources Committee meeting.

8. **Meeting Schedule**

The Human Resources Committee will meet on the 2nd Wednesday of the month from 300pm – 4:30pm in the Decision Room

The meeting adjourned at 4:40pm.