



HUMAN RESOURCES COMMITTEE
Via Zoom – District Office
3:30 – 5:00 p.m.
Meeting Minutes for October 13, 2021

Members Present: Craig Rutan, Roy Shahbazian, Zina Edwards, Dr. Jeffrey Lamb, Alistair Winter, Denise Salcido, Maria Garcia, Jonae Varela, Martin Stringer, René Beiza, Nancy Tanner, Dr. Marilyn Martinez-Flores, Morrie Barembaum, Jennifer De La Rosa, Kimberly Johnson, and John Zarske

Members Absent: Dr. Narges Rabii-Rakin, Martin Stringer, and Cheng Yu Hou

1. Welcome
 - a. Meeting was called to order at 3:35 p.m.
2. Approval of Minutes – September 15, 2021 Meeting

It was moved by Ms. Edwards, seconded by Ms. Salcido to approve minutes.
3. FON

Mr. O'Connor presented on the full-time faculty obligation number (FON) background, annual timelines and planning. Moving forward, Business Services will be handling the FON. For Fall 2022, it is estimated to hire ten (10) new faculty (7 at SAC and 3 at SCC, this has been agreed upon the college presidents).
4. RSCCD Districtwide Planning Process Survey Results

Mr. Winter went over the following with the committee.

 - a. Understanding the Purpose of HRC

No changes.
 - b. HRC Responsibilities and Membership

Mr. Winter recommended for language be changed the EEO Diversity Plan language be changed from a 3-year to an annual review.
 - c. Review of HRC 2020-2021 Accomplishments and Goals

The goals were reviewed, committee has been meeting the goals. It was suggested as an ongoing goal to review the administrative regulations and board policies pertaining to human resources as needed.
 - d. Past Efforts

Discussion ensued; suggestions were given to agenda items C and E.
 - e. Create/Guide of HRC Goals for 2021-2022

Suggestions were given and listed. Office of Equity, Diversity and Inclusion will be consulted for further suggestions.
5. Equal Employment Opportunity (EEO)

Tabled for next meeting.

6. RSCCD Employment Reference Checks Forms
Suggestions to be submitted to Mr. Winter. Survey will be created and sent to management that used these forms.

7. Other
Mr. Lamb asked about the role of human resources to coordinating professional development or professional development activities on campuses. It was agreed to bring this item for discussion on the next meeting.

Next HRC Meeting:
Wednesday, November 10, 2021
Via Zoom, 3:30 – 5:00 p.m.

DRAFT