

Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, California, 92706

HUMAN RESOURCES COMMITTEE

Meeting Minutes for May 17, 2017
Chancellor's Conference Room #409

Members Present: Judy Chitlik, Alistair Winter, John Zarske, Joe Geissler, Morrie Barembaum, Victoria Williams, Amber Stapleton, and Marilyn Flores

Members Not Present: Diane Kincheloe, Carlos Lopez, and Julia Vercelli

Guest: Monica Zarske

Judy Chitlik called the meeting to order at 3:38 p.m.

1. Welcome
Ms. Chitlik introduced Ms. Monica Zarske, Academic Senate President as a guest to the committee.
2. Approval of HRC Minutes – April 19, 2017
After review of the minutes, Ms. Chitlik asked the committee to defer approval of the minutes so they could be further reviewed for accuracy. The committee agreed and asked for the minutes to be emailed by June 7, 2017 for approval.
3. Santiago Canyon College (SCC) Presidential Search Update
Ms. Chitlik reported that the hiring committee had chosen three (3) finalists for the next president of Santiago Canyon College. The finalists will be participating in open forums on Thursday, May 25, 2017 at Santiago Canyon College in room H-106 as indicated on the handout, email and news release that was sent out to all email users by Ms. Iannaccone.
4. EEO Monitor Training with Liebert Cassidy Whitmore (LCW) Update
Mr. Winter shared that the training on April 26, 2017 was well attended by district employees. Two other trainings are scheduled for flex week on Tuesday, August 22, 2017: a morning session at SCC and an afternoon session at SAC. Another training session is in planned for spring flex 2018. The intention of these trainings is to come into compliance with Title 5.
5. EEO Fund Multiple Method Allocation Model Certification
Mr. Winter reported the district is required to complete the certification regarding Equal Employment Opportunity (EEO) and report back to the Chancellor's Office California Community Colleges (COCCC). The district has met the required criteria and the certification is now complete and ready to be submitted by the June 1, 2017 deadline. Mr. Winter called for a motion to approve the EEO Fund Multiple Method Allocation Model Certification. It was moved by Mr. Zarske, seconded by Ms. Stapleton and carried unanimously to approve the EEO Fund Multiple Method Allocation Model Certification.
6. Hiring Freeze
Ms. Chitlik reported the District will continue with the hiring freeze as outlined in the April meeting as part of a strategy to stabilize the District and to avoid negatively impacting employees. The hiring freeze gives the District the opportunity to critically look at our operations and decide what vacancies will be appropriate to filled and what can be deferred.

7. Discussion of Future HRC Meetings

- a. It was discussed and approved to cancel the HRC meeting scheduled for June 7, 2017. The HRC Minutes for May 17, 2017 will be emailed to the committee for approval.
- b. The HRC 2017-2018 Proposed Meeting Schedule – Chitlik: The draft proposed meeting schedule was reviewed and the committee has no conflicts. Meetings will be held in the Executive Conference Room from 3:00 – 4:30 p.m. on the second Wednesday of the month.

8. Other

Ms. Chitlik informed the committee that she received information from Mr. Enrique Perez asking for confirmation of the HRC responsibilities and membership composition. Ms. Chitlik reviewed the HRC responsibilities and membership composition and the committee confirmed that these continued to be accurate.

9. Next HRC Meeting

The next Human Resources Committee meeting will be held on Wednesday, September 13, 2017 in the Executive Conference Room (#409) 3:30 p.m. – 5:00 p.m.

The HRC Meeting was adjourned at 4:53 p.m.