



HUMAN RESOURCES COMMITTEE
Via Zoom – District Office
3:30 – 5:00 p.m.
Meeting Minutes for December 9, 2020

Members Present: Scott Howell, Dr. Jeffrey Lamb, Nancy Tanner, Zina Edwards, John Zarske, Tracie Green, Alistair Winter, Denise Salcido, Jarek Janio, James “Jim” Isbell, Jonae Varela, Martin Stringer, and Maria Garcia

Guests: Dr. Narges Rabii-Rakin

Members Absent: Jose Vargas and Zina Edwards

1. Welcome
 - a. Meeting was called to order at 3:30 pm.
2. Approval of Minutes – October 14, 2020 Meeting

It was moved by Mr. Winter, seconded by Mr. Isbell to approve minutes.
3. Human Resources Committee (HRC) Purpose Statement & Responsibilities
 - a. Review of DRAFT Purpose Statement
 - b. Review of DRAFT Responsibilities

Both items were reviewed. It was moved by Ms. Salcido, seconded by Ms. Tanner to approved the HRC Purpose Statement and Responsibilities.

4. RSCCD Equal Employment Opportunity (EEO) & Human Resources Plan

Ms. Green reported that Chancellor Eloy Oakley from the California Community Colleges Chancellor's Office provided a webinar on December 2, 2020 on Diversity, Equity and Inclusion (DEI) Integration Plan Update. Within the presentation, it provided the DEI Implementation Workgroup Updates which is a roadmap on how to work on diversity issues. It also provided various other information such as data elements, Systems Commitment (required by law, critical tool to ensure equitable educational access, driver for educational achievement), Transforming a Culture (compliance to empowerment), Board of Governors Adopted three Recommendations (September 2019 – DEI), Summary of 68 DEI Recommendations, California Community Colleges Call to Action, and DEI Integration Plan Progress. One of their goals is the New EEO plan regulations, template and allocation formula and EEO Best Practices Handbook projected to be available by March 2021.

Dr. Rabii-Rakin informed the committee that she is participating in the subcommittee of the DEI with the trustees, working on regulations recommendations and mandates that can be either included or somehow legislated through Title 5 for it is observed that it's a patchwork of how human resources bodies function throughout the state within all the community colleges.

Dr. Lamb informed the committee that he too is in a subcommittee working with strategy six on exit interviews/surveys. Group is currently looking to develop a survey with CIOs and with Chief Human Resources Officer groups on who has exit interviews/surveys, who collects them, what data is collected, how do they share it and how is the information used in professional development. Goal is to conduct surveys next spring and work on a manual of best practices or successful practices in exit interviewing.

Ms. Green mentioned that anyone interested in participating in these subcommittees to get involved. Also, all this information will assist us with getting our plan updated this spring.

5. Accreditation

Mr. Winter thanked all that were involved in creating the draft presented. He asked for the committee to review the draft's content to ensure that the processes, procedures and evidence were accurately recorded. Feedback/suggestions are welcomed and should be emailed to him prior to the deadline of December 20th.

6. Other

None

Next HRC Meeting:

Wednesday, January 13, 2021
Via Zoom, 3:30 – 5:00 p.m.

Meeting Adjourned at 4:03 p.m.

Minutes Approved: January 13, 2021