



**Human Resources Advisory Council
Agenda**
Monday, September 23, 2019 (2:00 – 3:30 pm)

Chair: Tim Corcoran - Vice Chancellor, Human Resources

Alyssa Brown
Anaid Northcraft
Anne Krueger
Bernadette Black
Caroline Althaus
Cindy Hall
Craig Leedham
Denise Schulmeyer
Janet Snelling

Kim Dudzik
Lida Rafia
Michael Copenhaver
Nashona Seals
Natalija Worrell
Sahar Abushaban
Sue Rearic

Recorder: Corinne Russell

Topic	Presenter
<p>Multiple Methods Review (HRAC ↔ HR)</p> <ul style="list-style-type: none"> • Multiple Method 1 <ul style="list-style-type: none"> ○ Submission of EEO Plan ○ Establishment of an EEO Advisory Committee <ul style="list-style-type: none"> ▪ Discuss Training Opportunities ○ Submission of Expenditure/Performance Reports 	<p>Alyssa explained the new agenda format. Each topic will be the standing sections of each meeting. Multiple Methods will be a topic at each meeting. Each month we will discuss and review all the current methods used. HR will have an opportunity to update HRAC on anything HR related. Then there will be an opportunity for HRAC members to bring any topics to HR.</p> <p>Alyssa explained Multiple Method 1 with the regulations from the State and discussed and reviewed the 18/19 EEO report.</p> <p>Reviewed the EEO Plan. Discussed the Advisory Committee section.</p>

	<p>Suggestions for training for the upcoming Academic year:</p> <ul style="list-style-type: none"> • What can all of us as committee members do to be more inclusive? • Defer to Alyssa to provide us the training needed. • Review of the laws. <p>Discussion about how the funds are spent. Suggested to explore how the funds are spent.</p> <p>HR will bring a proposal on various options on how the funds can be spent. Then discuss how the colleges can use the money.</p> <p>Reviewed anticipated use of the carry over for 19/20.</p>
<p>HR Solutions (HR → HRAC)</p> <ul style="list-style-type: none"> • Benefits Open Enrollment Update • Manager/Supervisor PD Program Kickoff • Classified Professionals PD Program Update 	<p>Janet was absent, will give an open enrollment update in November.</p> <p>Anaid gave an update on the Manager/Supervisor PD program. 2 pieces of the program. 1st piece- best practices and all the resources available. 2nd piece –Michael Carr did the technical piece. Explained all the software used. The program takes place 2-3 weeks after being in the position.</p> <p>This past Friday was the first workshop: Motivation and Engagement.</p> <p>Extended Cabinet is very interested in the program and made a commitment to give them a “cliff notes”.</p>

	<p>Every workshop there will be an extended Cabinet member in attendance to introduce themselves and share a little bit about the topic.</p> <p>Nashona gave an update on the Classified Professionals PD Program. Kick off was April 2019. Doing a rebranding of the program and highlighting the online and in person options. Took some feedback and tried to highlight some of the issues they experienced in the first 6 months of the program. Partnered with many departments to provide a wide variety of topics.</p> <p>Cindy Hall gave feedback related to Classified employees and how they feel about the program and being involved in governance structure.</p>
Group Updates (HRAC → HR)	<p>Nashona reported on rolling out Sexual Harassment Training District-wide. Mass email communication will be happening. Will be an online one hour training, and it will be mandatory for all employees. Deadline will be January 1, 2020.</p> <p>Cindy Hall announced CSEA is trying to put together a community swamp meet before the holidays. Trying to schedule for October 27th.</p> <p>CSEA is also trying to educate members on retirement. CSEA is requesting from payroll a retirement check list for members to make sure they are retiring correctly.</p>

Next Meeting Cancellation of October's meeting November 20, 2019 1:30 – 3:00 p.m.	