



Human Resources Advisory Council
Minutes
Wednesday, July 22, 2020 (1:30 – 3:00 pm)
Zoom

Chair: Tim Corcoran - Vice Chancellor, Human Resources

Alyssa Brown
Anaid Northcraft
Anne Krueger
Bernadette Black
~~Cheryl Detwiler~~
~~Caroline Althaus~~
Cindy Hall
~~Craig Leedham~~
~~Denise Schulmeyer~~

Janet Snelling
~~Kim Dudzik~~
Lida Rafia
~~Michael Copenhaver~~
Nashona Seals
Natalija Worrell
Nicole Salgado
Sahar Abushaban
Manuel Mancillas-Gomez

Recorder: Jane Galarneau

Topic	Presenter
<ul style="list-style-type: none"> • Evaluations • Return to Work Trainings 	<p>Alyssa reported that the online evaluations has been launched for CSEA members with anniversary dates in May, June and July. Admin Association launched in July and reminders are being sent out. She said that the responses have been very positive for this new easy-to-use format.</p> <p>Alyssa shared her screen showing the draft return to work trainings that will be posted on the intranet soon. She also added that sexual harassment trainings were rolled out in June and she encouraged everyone to complete the training. Cindy said she will share with CSEA.</p>

<ul style="list-style-type: none"> • Workday <ul style="list-style-type: none"> a. Onboarding event due to job changes b. Form I-9 workaround due to pandemic c. Database integrity and audits d. July step increase process completed 	<p>Janet let the team know that the onboarding phase 1 was launched on March 19th. She said that HR is also working on an Adobe sign, or electronic signature project.</p> <p>Regarding the I-9 forms, she stated that the government has let them review documents via zoom or other electronic means until the Covid 19 situation has passed.</p> <p>Janet also reported that her department will be stepping up their auditing process to make sure all information they have in their systems are current.</p> <p>Lastly, she let the team know that the step increases are in Workday today and should show up in the July paychecks.</p>
<ul style="list-style-type: none"> • Group Updates (HRAC □ HR) 	<p>Anne let the team know that she sat in on the State Chancellor’s call this week and they were told to expect the Governor to come out soon with guidance regarding Community Colleges returning to campus.</p> <p>Cindy attended an “Addressing Anti-Blackness” meeting and one of the recommendations was that all Community Colleges should consider creating a hate crime and hate speech policy if they do not already have one.</p>
<ul style="list-style-type: none"> • Next Meeting – August 26, 2020 	