



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Human Resources Advisory Council
Minutes
Wednesday, November 30, 2022
(1:30 – 3:00 pm)

Chair: Aimee Gallagher

Bernadette Black
~~Cindy Hall~~
Colleen Parsons
Craig Leedham
~~Denise Schulmeyer~~
Katie Cabral
Manuel Mancillas-Gomez
~~Michael Copenhaver~~
Moriah Gonzalez-Meeks

Nashona Andrade
Nicole Conklin
Nicole Salgado
Pearl Lopez
~~Sahar Abushaban~~
Guests: Karen Marrujo
Sharon Sampson &
Taneisha Hellon

Recorder: Jane Galarneau

Topic	Notes
Approve 2023 Meeting Schedule	The committee discussed and agreed that they will only meet during the Academic year so we removed the June, July and December meetings from the schedule, otherwise the schedule was approved as is.
AP/BP 7111 – President’s Selection	<p>We started by looking at the BP – Manuel said that in the first sentence it says “the Chancellor shall recommend to the Governing Board a search process to fill the vacancy” and he thought this was not part of the process and that once PE 13 is finalized this should align with that, Colleen agreed. Aimee said she would work on updates and send them to the group.</p> <p>Regarding the AP - Colleen began by expressing concerns that CSEA may not have equal representation, she said there are several faculty reps on the committee but not as many for CSEA.</p> <p>Katie shared the link to the document that was reviewed by Classified Senate and we went through item by item.</p> <ul style="list-style-type: none"> • The committee agreed to remove the notation of adding the Personnel Commission Director to the composition since the PC is not involved in the hiring of academic administrators. • Aimee asked Colleen and Nicole if they wanted two reps, Colleen said no as long as CSEA had equal representation, Nicole agreed.

	<ul style="list-style-type: none"> • Manuel noted that the committee was getting to be large Aimee asked if the group thought the committee was getting too large. Sharon commented that yes, it was large however, her concern was that students are being overlooked and she wanted to be sure we protected them in these committees. Aimee said that that was a good point and that ideally the EEO rep would have an eye towards informing and guiding students, she said she was open to suggestions. Moriah said that it made sense to add the EEO rep to the Presidents committee and suggested the site leads be included as well and possibly removing the District rep or the “at-large” member. Aimee asked if traditionally the “at-large” rep has been an employee, Moriah said that that was her understanding • Katie wanted to address the “Overview” which she said did not speak to the equity piece or what we are trying to do as a District and asked if that could be revised to reflect those values. • Regarding number 2, Nashona asked how that was different than the “Hire Training” that is done by HR. Moriah said that it was just not codified here. • Number 3 references “Employment Services” and it was suggested here that it be changed to “Human Resources” • Number 4 – it was suggested by Classified Senate that an outside firm perform all of these duties, she added that there are some concerns about bias with the Chancellor designating the team. Aimee said she will look into what has been done in the past. Moriah added that they want consistency and would like to add PE 13 whenever applicable. • Number 5 – Katie asked when referencing the “Governing Board” does this include the student trustees, Katie noted that BP 2010 says that the “Board” does include the student trustees • Number 6 – Aimee asked why the EEO rep or site leads would be involved in this step. Katie said that again, they are concerned about bias, she said it may not be the way it has traditionally been done and Sharon said that it helps with transparency in the hiring process. Colleen agreed with Sharon and Katie, and said that she is concerned that they are setting up certain processes for CSEA and that those same processes should apply to higher positions as well. Moriah added that she would like to see the candidate profiles provided to the public prior to hiring. • Number 8 – Katie said that they are just codifying the process here. <p>Aimee asked what the next steps should be, should we make the edits and then email to the group to finalize? Pearl said she would prefer not to do it by email if there is time she would like an in-person meeting. Aimee suggested getting it started via email and then bringing it back to our January meeting, the group agreed.</p>
Committee Charge Review	<p>Nashona shared her screen showing the edits made to the Charge and Composition, she removed the terms “promote” and “develop” per a suggestion by Manuel. Pearl asked how we could rephrase this so that new people could read and understand it. Nashona suggested putting in hyperlinks, Aimee thought that was a good</p>

	<p>idea. Pearl asked if we would track the progress or ensure implementation of EEO. Nashona said we would do both. Katie shared some wording from Title V and said that the EEO committee is supposed to be involved in assisting the district in developing and monitoring a plan. Pearl suggested that Title V be listed on our charge, possibly after “responsibilities”.</p> <p>Regarding the membership, Manuel said he had issues with the Communications and Public Information Director being part of this committee, he would also like to suggest adding the EEO Officer and site leads as advisory members of this committee.</p>
Standing Item – Equity in Hiring Taskforce	Aimee said that Moriah and Taneisha have been pivotal in getting the PE’s off the ground and it will transition back to Human Resources. She also mentioned that they are looking to plan a half day retreat soon to include the site leads.
Update on the Remote Work Policy	Craig reported that the district is still currently negotiating the remote work policy with the various bargaining units. Pearl said that an email needs to go out shortly to counselors since their current remote work agreements expire on January 31, 2023. Moriah requested that the district be flexible when negotiating these agreements.
Hiring the EEO / TitleIX / Diversity Officer	Taneisha and Moriah will be chairing this committee. Aimee said that she is attempting to get the position reclassified to include the Title IX duties, this would allow us to have a more competitive pool of applicants.
Group Updates	No group updates
Next Meeting – January 25, 2023	