



**Human Resources Advisory Council
Agenda**

**Wednesday, January 25, 2023
1:30 – 3:00 pm**

Zoom Meeting

<https://us06web.zoom.us/j/88076984009>

Aimee Gallagher – Chair

Bernadette Black – Confidential Staff Rep

Cindy Hall – Classified Senate Rep (GC)

Colleen Parsons – CSEA Rep

Craig Leedham – Conf. Administrators Rep

Sharon Sampson – EEO Site Lead

Katie Cabral – Classified Senate Rep (CC)

Manuel Mancillas-Gomez – Academic Senate Rep (CC)

Nicole Conklin – AA Rep

Pearl Lopez – Academic Senate Rep (GC)

Moriah Gonzalez-Meeks – Advisory Role

TBD – Title IX and EEO Officer

Karen Marrujo – EEO – Site Lead

Nashona Andrade – Director of HR

Topic
<p>BP/AP 7111 College President Selection (final review)</p> <p>There were minor updates to this BP. Some discussion was regarding the number of representatives on the hiring committee. We reduced the student reps to one from two given the student trustee will be involved at the board level and no other trustees are on the initial screening committee. This will be sent on for approvals.</p>
<p>AP 7348 – Accommodations (new)</p> <p>This is a new AP based on CCLC feedback and recommendations. Aimee took the language off the CCLC website and briefly reviewed it with the group. She said that for legal purposes it is recommended we solidify a policy. A member asked about lactation rooms and Aimee stated that we may need to make the info more clear to everyone but that we do have them at both colleges. The group did not have any recommended changes and a second review will occur at the next meeting.</p>
<p>BP/AP 7380 Retiree Health Benefits (6-year review)</p> <p>Few changes on this BP and AP. This topic is mainly reserved for labor negotiations sessions with each bargaining unit and therefor the policy remains just one sentence.</p>
<p>BP 7340 Leaves (CCLC update)</p> <p>There were a few updates from CCLC that Aimee placed in here. Discussion was minimal and the BP was approved for finalizing.</p>

Remote work update

Craig explained that remote work agreements will be expiring for the two labor unions mainly using it. He stated the district intends to continue remote work agreements. He asked that both union reps reach out to finalize these items. Aimee stated she had an email ready to go out but was waiting to hear from AA regarding signatures before sending it.

Standing Item – Equity in Hiring Taskforce

The new job description is ready and the new EEO hiring committee may begin. There are some EEO funds that are given to HR each year for spending on equity issues such as hiring speakers. The roll over from last year is ~\$29,000 and next year we may have ~\$139,000. A member asked how districtwide professional development is determined to keep things equitable. Aimee mentioned that she will discuss a procedure with the Chancellor so that things can be fair for everyone who wishes to make requests. Some of the money is currently earmarked for reassigned faculty time.

Upcoming Job Fairs

Nashona gave an update on several upcoming job fairs and stated that both recruiters from HR will be there and available. They are attempting to network more and bring on some new hires. Katie mentioned she attended a fair last Saturday and they mainly saw a lot of faculty attend their table.

Spring Semester Updates from HR

We are having more vaccination clinics. Masking updates remain the same, not currently required per the state.

Group Updates

Aimee is open to rotating campuses and in-person vs. zoom. She asked if the group was open to this, and all agreed.

Pearl asked about masking and if a teacher may require students to wear them in their classrooms. They may ask and state its their preference but cannot force it.

Cindy discussed the temperature issues that are on going in some buildings. They are becoming very cold. Colleen updated that the part for the boiler has been ordered but they are waiting on the part.

Nashona updated the group with HR happenings regarding recruitments and some minor changes occurring in HR staff.

No updates from other members. Meeting adjourned early.

Next Meeting – February 22, 2023 zoom or in person?