



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES COMMITTEE

February 8, 2023

Via Zoom: <https://us06web.zoom.us/j/84523193061>

Meeting ID #845 2319 3061

3:30 – 5:00 p.m.

AGENDA

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|---|-------------------------|
| 1. Welcome | Hou |
| 2. Approval of Minutes – ACTION
a. January 11, 2023 Meeting | Hou |
| 3. AR 7120.2 Classified Employee (CSEA Bargaining Unit)
Recruitment & Selection - INFORMATION | Winter |
| 4. People & Culture Organizational Structure – INFORMATION | Winter, Maus, Jin |
| 5. PT Process Update – INFORMATION | Patikamanant,
D. Hou |

Next Meeting:

Tuesday, March 21, 2023

3:30 – 5:00 p.m.

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.



HUMAN RESOURCES COMMITTEE
Via Zoom – District Office
3:30 – 5:00 p.m.
Meeting Minutes for January 11, 2023

Members Present: Morrie Barembaum, Dr. Mikaila Brown, Cheng Yu Hou, Maria Garcia, Sil Han Jin, Dr. Jeffrey Lamb, Charlie Malone, Tommy Patikamanant, Denise Salcido, Jonae Varela, Dr. Aaron Voelcker, Dr. Merari Weber, and Alistair Winter

Members Absent: Rene Beiza, Zina Edwards, Dr. Annebelle Nery, Enrique Perez, Nancy Tanner, and John Zarske

1. Welcome

- a. The meeting was called to order at 3:34 p.m. Mr. Hou led the meeting.
- b. Professional Development programs to launch this fall are the Classified Development Studio, Management Coaching Lab, Management Fellow, and Classified Evening College. We are looking for partnerships to obtain discounts for the Bachelor and Master's degree programs for Classified employees.
- c. People & Culture are preparing to go paperless by automating forms.
- d. Please feel free to provide ideas and feedback.
- e. Thank you for participating on the Human Resource Committee.

2. Approval of the Minutes from November 9, 2022 Meeting

It was moved by Dr. Weber, seconded by Dr. Voelcker to approve the November 9, 2022 minutes.

3. Draft HRC Goals & Accomplishments

Mr. Patikamanant discussed the additions to the draft HRC Goals and Accomplishments document. Additional feedback was welcomed. Also, Mr. Winter stated that the reorganization and recruitment forms were automated using Dynamic. Future automated forms that are being looked at are the leave forms.

4. Proposed 2023-2024 Human Resource Committee Meetings

It was moved by Mr. Winter, seconded by Ms. Varela to approve the proposed 2023-2024 Human Resource Committee Meetings document.

Adjourned at 4:05 p.m.

Next HRC Meeting:

Wednesday, February 8, 2023

Via Zoom, 3:30 – 5:00 p.m.