



**HUMAN RESOURCES COMMITTEE
(HRC)**

Via Zoom – District Office

3:30 – 5:00 p.m.

Minutes for September 13, 2023

Members Present: Morrie Barembaum, Zina Edwards, Maria Garcia, Sil Han Jin, Dr. Jeffrey Lamb, Charlie Malone, Dr. Annebelle Nery, Jason Parks, Denise Salcido, Nancy Tanner, Jonae Varela, Dr. Merari Weber, Alistair Winter, and John Zarske

Members Absent: Rene Beiza, Mikaila Brown, Dr. Jeannie Kim

Guest: Jenna Cooper

1. Welcome

The meeting was called to order at 3:35 p.m. Alistair Winter led the meeting.

2. Approval of the Minutes from May 10, 2023 Meeting-ACTION

It was moved by Ms. Salcido and seconded by Dr. Weber to approve the May 10, 2023 minutes. There was one abstention by Mr. Parks and the motion passed.

3. Equal Employment Opportunity (EEO) Plan – INFORMATION

This is an update on the revised process and regulations from the Chancellor's Office. People and Culture is working with the Office of Diversity, Equity, and Inclusion (ODEI) to update all our EEO plans and send them to the Chancellor's Office by the October 2, 2023 deadline. These plans should include goals on diversity and a way to track those goals. Mr. Winter will set up a Teams site to include the diversity data.

4. Part-Time Faculty Health Benefits - INFORMATION

The District is finalizing criteria on a reimbursement program for part-time faculty health benefits. Reimbursements will be provided in December and are based on a sliding scale.

5. Diversity, Equity, and Inclusion (DEI) in the Evaluation Process - INFORMATION

The Vice-Presidents will be included in the process of adding DEI to all staff evaluations.

6. Other

- Dr. Weber is the Professional Development Coordinator for Santa Ana College School of Continuing Education. There is an urgent need to have a point person in the District office to help the PD Coordinators at both colleges (credit and noncredit) with District PD (e.g. EEO, Sexual harassment, etc.) credit in our PD Gateway.
- Please email Alistair Winter or Irene Glomba agenda items for the next meeting.
- Mr. Winter will provide the board presentation on the number of faculty hired and People and Culture changes at the next meeting.
- Mr. Winter stated there is a bid for Health Benefits and the Joint Benefits Committee will forward a recommendation of three different companies for the next Board of Trustees meeting on September 26, 2023.

Adjourned at 4:30 p.m.

Next HRC Meeting:

Wednesday, October 11, 2023 Via Zoom, 3:30 – 5:00 p.m.