

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway, Santa Ana, California 92706
Office: (714) 480-7489 Fax: (714) 796-3937
Human Resources Committee
Decision Room – #340
3:00 p.m. – 4:30 p.m.

Meeting Minutes for October 8, 2014

Members Present: John Didion, Mary Mettler, Victoria Williams, John Zarske, Rosie Enriquez, Diane Kincheloe, Amber Stapleton and Judy Chitlik

Members Absent: Jim Kennedy, Aracely Mora, Morrie Barembaum and Cristina Gheorghe

Guests: Elouise Marasigan, Employment Services Manager, Mr. Henry Young (Chair) President, Evergreen College, Dr. Lisa Lawperson, Associate Vice President of Instruction, Curriculum & Basic Skills, American River College, Dr. Kristi Blackburn, Dean of Institutional Effectiveness, Research and Planning Cerritos College, Mr. Kevin McElroy, Vice Chancellor, Business Services, Foothill/Deanza CCD
The meeting was called to order by Mr. Didion at 3:00 p.m.

1. Welcome/Introductions

Mr. Didion welcomed the committee and guests from the accreditation visiting team.

2. Approval of Minutes

The motion to approve the minutes of the September 10, 2014 meeting was moved by Judy Chitlik, seconded by Rosie Enriquez. The motion carried unanimously.

3. Status Report on Full-time Faculty Hiring Obligation

Mr. Didion distributed information and led a discussion regarding the full-time faculty hiring obligation from the state chancellor's office. Our obligation for fall 2014 was 334.8, we are 8 tenths of an FTE below and anticipate we will have 8 tenths of a penalty of the \$73,000.00 and that it will fall to Santa Ana College. Santa Ana College completed their hiring but their last position which was in nutrition has a spring start date and was not included in the count. It was recommended that we target 19 positions at Santa Ana College, 10 positions at Santiago Canyon College with the latitude to adjust that upward if there is a growth rate that exceeds 1% in credit. The 10 and the 19 would be the base line vacancy allocation plus anyone else who retires or resigns between now and spring break. Those vacancies would stay at the college where they occur. Motion was made by Judy Chitlik and seconded by John Zarske to forward to District Council for fall 2015 faculty recruitment 29 full time faculty (19 at Santa Ana College and 10 at Santiago Canyon college) based on the 1% growth estimate. Motion carried unanimously.

4. 2013-14 EEO Fund Performance Report

Employment Services Manager Elouise Marasigan reported on the Equal Employment Opportunity Fund District Performance Report for Fiscal Year 2013-14. The District received an allocation of \$12,224 from the state Chancellors office to be used for the district's EEO expenditures. There was

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an additional \$9,000.00 carryover from the previous year. A total of \$20,456.00 was spent; with most of the expenses going toward advertising costs of faculty positions. Ms. Marasigan also reported how many persons applied, were contacted, interviewed and hired for district positions

5. Fifth Draft: Human Resources and Staffing Plan

Mr. Didion reported that the suggestions from the last meeting were incorporated into the fifth draft with FON numbers on page 9 updated to real numbers versus projections. Recommendation was made to approve and forward the Human Resources and Staffing Plan to District Council for their review. Motion was made by Judy Chitlik and seconded by Amber Stapleton and carried unanimously.

6. Future Agenda Items

- Administrative Regulations
- Title IX Sexual Assault
- Hiring Regulations

Other

Steve Bautista from Santa Ana College will be joining the Human Resources Committee as an Academic Senate Representative.

Next Meeting

November 12, 2014

The meeting adjourned at 3:56 pm.