HUMAN RESOURCES COMMITTEE
Via Zoom – District Office
3:30 – 5:00 p.m.
Meeting Minutes for March 10, 2021

Members Present: Dr. Jeffrey Lamb, Nancy Tanner, Zina Edwards, Alistair Winter, Denise Salcido, Jarek Janio, James "Jim" Isbell, Jonae Varela, Martin Stringer, Scott Howell, and Maria Garcia, and René Beiza

Members Absent: John Zarske and Jean Estevez

1. Welcome
    a. Meeting was called to order at 3:37 p.m.

2. Approval of Minutes – February 10, 2021 Meeting
    It was moved by Ms. Edwards, seconded by Ms. Varela to approve minutes.

3. RSCCD Equal Employment Opportunity (EEO) and Human Resources Plan
    Mr. Winter reported that Ms. Estevez continues to work on the plan in the hopes to have a draft available for the next meeting. It is a collaboration between Ms. Estevez and Dr. Rabii-Rakin from the Office of Diversity, Equity and Inclusion.

4. Other
    Mr. Stringer acknowledged Mr. Beiza for his help and professionalism in assisting him with his questions regarding recruitment. He questioned about student's representation on screening committees even though they are not EEO trained. Mr. Beiza replied that Ms. Estevez is working on training the students utilizing Canvas. The goal is to have this completed by the end of the Spring semester. It will also be utilized for outside constituents.

    Mr. Winter informed the committee on the following:
    *   AR 7131 – Salary Placement for Management Personnel and Classified Bargaining Unit Employees was approved by District Council on March 1, 2021 meeting and will be updated on the website.
    *   RSCCD Non-Credit Instructional Calendar 2021-2022 will be on the March 22, 2021 board meeting for approval.
    *   EEO Fund Multiple Method Allocation Certification Form 2020-2021 will need to be reviewed and approved by the next meeting May 12, 2021, board approve by May 24, 2021 in order to meet the deadline of June 1, 2021.

Next HRC Meeting:
    Wednesday, April 14, 2021
    Via Zoom, 3:30 – 5:00 p.m.

    Meeting Adjourned at 3:53 p.m.

    Minutes Approved: 04/14/2021