



Members:

Chair, Kristin Olson, Vice Chancellor,
Human Resources, District
Co-Chair, Omelina Garcia, Classified
Representative, Santa Ana
College

Santa Ana College

Dr. Annebelle Nery, President
Dr. Jeffrey Lamb, Vice President,
Academic Affairs (delegate in
absence of President and regular
guest)
Dr. Merari Weber, Academic Senate
Representative
John Zarske, Academic Senate
Representative
Omelina Garcia, Classified
Representative

Santiago Canyon College

Dr. Jeannie Kim, President
Dr. Jason Parks, Vice President,
Academic Affairs (delegate in
absence of President and regular
guest)
Denise Salcido, Academic Senate
Representative
Charlie Malone, Academic Senate
Representative
Zina Edwards, Classified
Representative
Madeline Grant, President,
FARSCCD

District Office

Kristin Olson, Vice Chancellor,
Human Resources
Alistair Winter, Assistant Vice
Chancellor, Operations
George Williams, Assistant Vice
Chancellor, Human Resources,
Investigations, & Equity
Maria E. Garcia, Human Resources
Specialist, Classified
Representative
Jasmin Hudson, Diversity, Equity,
and Inclusion Coordinator
Emelyne Camacho, Diversity, Equity,
and Inclusion Coordinator

Student Representatives

Alejandro Avila
Adriana Garcia Ludena

1. Call to Order (Omelina Garcia)
2. Welcome and Introductions of New Members and Guests (Omelina Garcia)
3. Approval of the Minutes from December 11, 2024 (Omelina Garcia)
4. District Council Meeting December 2, 2024, Report Out & Update (Omelina Garcia)
5. EEO/DEIA Activities, Report Out & Update (ODEI: Jasmin Hudson; Emelyne Camacho)
6. Review Revised BPs & ARs (Kristin Olson)
 - a. AR 7340; BP 7340; AR 7145; AR 7110; AR 7346
 - b. Documents will be attached* (please do not share out until after HRC meeting)
 - c. Current BPs & ARs for reference:
 - i. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207340.1%20Maternity%20Leave.pdf
 - ii. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207340.2%20Vacation%20for%20Management%20Employees.pdf
 - iii. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207340.3%20Sick%20Leave%20for%20Managemen%20and%20Confidential%20Employees.pdf
 - iv. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207340.4%20Industrial%20Accident%20or%20Illness%20Leave.pdf
 - v. www.rscdd.edu/Trustees/Documents/Board%20Policies/BPs-Chapter%207/BP%207340%20Leaves.pdf
 - vi. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207110%20Delegation%20of%20Authority%20-%20Human%20Resources.pdf
 - vii. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207346%20Employees%20Called%20to%20Military%20Duty.pdf
7. Informational Item - Agenda for the 2024-2025 Year (Kristin Olson)
 - a. March: Review & Update 6 BPs & Associated ARs
 - b. April: Review EEO Plan Module 13 (Review)
 - c. May: Review EEO Plan Module 13 (Discuss & Advise)
 - d. June: Committee Progress - Year in Review, DEIA Year in Review, Advise in DEIA Initiatives for 2025-2026, Set Committee Goals for Next Year, Set Meeting Dates
2. Adjournment (Omelina Garcia)



Human Resources Committee

MINUTES

December 11, 2024

3:30 PM – 5:00 PM

Via Zoom: <https://rscdd-edu.zoom.us/j/81930810697>

Meeting ID #819 3081 0697

Members:

**Chair, Kristin Olson, Vice Chancellor,
Human Resources, District
Co-Chair, Omelina Garcia, Classified
Representative, Santa Ana College**

Santa Ana College

Dr. Anabelle Nery, President

**Dr. Jeffrey Lamb, Vice President,
Academic Affairs (delegate in absence
of President and regular guest)**

**Dr. Merari Weber, Academic Senate
Representative**

**John Zarske, Academic Senate
Representative**

**Omelina Garcia, Classified
Representative**

Santiago Canyon College

Dr. Jeannie Kim, President

**Dr. Jason Parks, Vice President,
Academic Affairs (delegate in absence
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**Charlie Malone, Academic Senate
Representative**

Zina Edwards, Classified Representative

Madeline Grant, President, FARSCCD

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**Alistair Winter, Assistant Vice
Chancellor, Operations**

**George Williams, Assistant Vice
Chancellor, Human Resources,
Investigations, & Equity**

**Maria E. Garcia, Human Resources
Specialist, Classified Representative**

**Jasmin Hudson, Diversity, Equity, and
Inclusion Coordinator**

**Emelyne Camacho, Diversity, Equity,
and Inclusion Coordinator**

Student Representatives

Alejandro Avila

Adriana Garcia Ludena

Members Present: Rene Beiza, Emelyne Camacho, Maria Garcia, Madeline Grant, Jasmin Hudson, Dr. Jeffrey Lamb, Charlie Malone, Kristin Olson, Dr. Jason Parks, Denise Salcido, Dr. Sweeten for Dr. Kim, Dr. Merari Weber, George Williams and John Zarske

Members Absent: Alejandro Avila, Zina Edwards, Omelina Garcia, Adriana Garcia Ludena, Dr. Anabelle Nery, Alistair Winter

1. Call to Order (Kristin Olson)

The meeting was called to order at 3:35 p.m.

2. Welcome and Introductions (Kristin Olson)

The committee members were welcomed, and introductions were provided to the new members.

3. Approval of the Minutes from November 13, 2024 (Kristin Olson)

It was moved by Dr. Lamb and seconded by Dr. Nery to approve the November 13, 2024, minutes. All were in favor and the motion passed.

4. District Council Meeting December 2, 2024, Report Out & Update (Kristin Olson)

This item was postponed until the next meeting.

5. EEO/DEIA Activities, Report Out & Update (ODEI: Jasmin Hudson; Emelyne Camacho)

- EEO Best Practices Grant Update: The Office of Diversity, Equity, and Inclusion (ODEI) will be sending an email out in search of Career Coaches.
- The next job fair for Rancho Academy is in April 2025. Please contact the ODEI office if you are interested in participating.
- The following conferences were attended: DEIA Institute, Advancing Indigenous People in Stem (AISES), Leaning in the Middle, and Colegas.
- Participating in EEO training during Flex week at SAC and SCC.
- Districtwide Title IX training will be held on February 3, 2025.

6. Review Revised BP & AR (Kristin Olson)

Kristin Olson reviewed the revisions to the board policies and administrative regulations with the committee. The BP and AR for Professional Development will be reviewed once more after April.

- a. BP 3410, AR 3410, BP 3430, AR 3430, BP 7160, AR 7160
- b. Documents attached* (please do not share out until after HRC meeting)
- c. Current BPs & ARs for reference:
 - i. www.rscdd.edu/Trustees/Documents/Board%20Policies/BPs-Chapter%203/BP%203410%20Nondiscrimination.pdf
 - ii. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%203/AR%203410%20Nondiscrimination.pdf
 - iii. www.rscdd.edu/Trustees/Documents/Board%20Policies/BPs-Chapter%203/BP%203430%20Prohibition%20of%20Harassment.pdf
 - iv. www.rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%203/AR%203430%20Prohibition%20of%20Harassment.pdf
 - v. www.rscdd.edu/Trustees/Documents/Board%20Policies/BPs-Chapter%207/BP%207160%20Professional%20Development.pdf
 - vi. www.rscdd.edu/Trustees/Documents/ARs/ARs-

7. Informational Item - Agenda for the 2024-2025 Year (Kristin Olson)

Kristin Olson reviewed the agenda for the 2024-2025 Year.

- a. December: Review & Update 6 BPs & Associated ARs
- b. February: Review & Update 6 BPs & Associated ARs
- c. March: Review & Update 6 BPs & Associated ARs
- d. April: Review EEO Plan Module 13 (Review)
- e. May: Review EEO Plan Module 13 (Discuss & Advise)
- f. June: Committee Progress - Year in Review, DEIA Year in Review, Advise in DEIA Initiatives for 2025-2026, Set Committee Goals for Next Year, Set Meeting dates

8. Adjournment (Omelina Garcia)

The committee adjourned at 4:09 p.m. The next meeting will be held on February 12, 2024.