HUMAN RESOURCES COMMITTEE
MINUTES
August 20, 2025, 3:30 PM – 5:00 PM
Via Zoom: https://rsccd-edu.zoom.us/j/81930810697

RANCHO SANTIAGO
Community College District
Santa Ana College • Santiago Canyon College

Members:
Chair, Kristin Olson, Vice Chancellor, Human Resources, District
Co-Chair, Vacant

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
Vacant, 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
Tiffany Gause, Vice 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 Representative
Viviana Pedraza

Members Present: Emelyne Camacho, Tiffany Gause, Jasmin Hudson, Dr. Jeannie Kim, Dr. Jeffrey Lamb, Charlie Malone, Dr. Annebelle Nery, Dr. Jason Parks, Viviana Pedraza, Kristin Olson, Denise Salcedo, Dr. Merari Weber, George Williams, John Zarske, and Alistair Winter
Members Absent: Zina Edwards, Maria Garcia
Guest: Bryson Thrift, Sonia Leticia Velez

The meeting was called to order at 3:33 p.m.

1. **Welcome and Introductions of New Members and Guests (Kristin Olson)**
   The committee introduced themselves to the new members. Kristin Olson announced that Omelina Garcia is no longer serving as the Classified co-chair. CSEA is helping to secure an alternate co-chair.

2. **Approval of the Minutes from May 21, 2025 (Kristin Olson)**
   It was moved by Dr. Jason Parks and seconded by Alistair Winter to approve the May 21, 2025 minutes. There were abstentions from Tiffany Gause and Denise Salcedo. The minutes were approved.

3. **Report on District Council Meeting (Kristin Olson)**
   The District Council Meeting was held on July 21, 2025. The June 2, 2025 minutes and the updated 2025-2026 Budget Assumption recommended by the Fiscal Resources Committee were approved at this meeting. Also, AR 4410, a job description for the District Accounting Supervisor and Reorg #1468 for the District Office Accounts Payable was approved. The Planning and Organizational Effectiveness, Fiscal Resources, Physical Resources, and Technology Advisory Group Committees reported out. The Human Resources Committee did not report out as they did not meet over the summer. The constituent representative groups including the Academic Senate at SAC and SCC, CSEA and Student Government at SAC and SCC reported out.

4. **EEO Performance Report (Kristin Olson)**
   Kristin Olson provided background on the EEO Report and reported that EEO Performance Report is annual report required by the State Chancellor's Office. It is a combination of the previous report referred to as the Multiple Methods Report and also the EEO Fiscal Resources Report that were combined into this single report. This serves as the second year this report has been in use. This is the report must be provides to the CA State Chancellor's Office to receive funds in support of the District's EEO/ODEI activities. This report is due on September 1, 2025, and the Human Resources Committee, which serves as the EEO Advisory Committee is charged with reviewing the report prior to its submission to the State Chancellor's Office. Kristin Olson reported that Sonia Leticia Velez, George Williams, and the ODEI Team would provide a PowerPoint presentation on the EEO Report, which is inclusive to current status as to the District's EEO Plan.

Sonia Leticia Velez, George Williams, and the ODEI Team reported that the EEO Annual Certification Report reviews and tracks EEO practices impacting inclusiveness, accessibility, and fairness to our recruitment and retention systems, which extends to reviewing how implemented practices impact historically underrepresented and marginalized communities. Collection and analysis of recruitment, retention and longitudinal data, response to harassment and discrimination complaints, and use of EEO funds were reviewed with the committee. The Board approved the report on August 11, 2025 and the HRC reviewed the report on August 20, 2025.

5. **Affirm Committee Goals for 2025-2026 (Kristin Olson)**
   The committee reviewed and affirmed the goals for 2025-2026, as outlined. After discussion, the committee added a report on the recruitment process to the November meeting.
   a. September – EEO Committee Training & EEO BP & AR Review
   b. October – EEO Plan Module 1 & 2 & 3 & 4; Review Committee Membership, Responsibilities, and Mission
   c. November – EEO Plan Module 5 & 6 & 7; Recruitment Process Report
   d. December – EEO Plan Module 8 & 9 & 10
   e. February – EEO Plan Module 11 & 12; 2 BPs/AR
   f. March – EEO Plan Module 13; 2 BPs/AR
   g. April – EEO Performance Report; 2 BPs/AR
   h. May -- ODEI Activities Report - ODEI Year in Review; DEIA Initiatives for 2026-2027; Set Meeting Schedule & Goals for 2025-2026

6. **Meeting Dates for 2025-2026 (Kristin Olson)**
   It was moved by Alistair Winter and seconded by Denise Salcedo to approve the meeting dates for 2025-2026. All were in favor, and the meeting dates were approved. Members who cannot attend can send alternates.
   a. August 20, 2025
   b. September 10, 2025
   c. October 8, 2025
   d. November 12, 2025
   e. December 3, 2025
   f. February 11, 2026
   g. March 11, 2026
   h. April 1, 2026
   i. May 6, 2026

7. **Adjournment (Kristin Olson)**
   The meeting adjourned at 4:45 p.m.