



HRS PLANNING COUNCIL
MINUTES
February 10, 2004

The meeting of the Human Resource Services Planning Council was held on Tuesday, February 10 2004, in room SU-18. The meeting was called to order by Nancy Horio at 3:00 p.m.

Roll Call

Members Present: Terri Canela, Suzanna Grenz, Nancy Horio, Patrick O'Brien, Mary San Agustin

Members Absent: Dr. Jack Miyamoto, Jenny Akins, Carmen Eckman, Kathleen Morrison, Jennifer Paris,

Guests Present: Cecilia Rocha

A. Minutes

1. The minutes of January 27, 2004 were approved. The committee asked for a copy of the December 12, 2003 minutes which were not available at the January 27, 2004, meeting.

B. Old Business

1. Human Resources Budget
Nancy distributed a written explanation of items on the budget detail that had been raised at the January 27 meeting – Vending, President's Office and Faculty and Staff Development. There was no discussion or questions regarding the explanations.

C. New Business

1. Presentation
Cecilia Rocha, from Grant Funded Student Programs, gave an informative presentation regarding "Developing a Hispanic Serving Institution". Benefits to Palomar College of being designated a Hispanic Serving Institution were detailed, along with plans to apply for renewal of the funds for the 2004-2005 year.
2. Institutional Review
Nancy summarized the proposed Institutional Review report, indicating the accomplishments from the last academic year (from last year's HR Planning Council goals), the current program goals and objectives (those that have been adopted for this year's HR Planning Council), and the Program Data Elements that will be reported. They will include accomplishments of our in-house computer training programs, the results of the recruiting efforts for the 2002-2003 academic year, and a review of the department reorganization currently in process in order to provide improved customer service. Nancy asked for comments/suggestions, but there were none.
3. Recruitment and hiring of a more diversified faculty
The committee discussed possible ways of accomplishing our Accreditation goal of recruiting and hiring a more diversified faculty.

One suggestion included adding a breakdown of our student population to our current recruiting materials. This information is currently being included in our formal brochures for Deans/Vice Presidents, but could also easily be added to the faculty recruiting materials. It was also suggested that the breakdown information could easily be linked to the faculty recruiting section of our website.

The observation was made that our adjunct faculty probably represent more diversity than our permanent faculty, therefore enhancing our adjunct faculty's ability to be hired into a permanent position would increase the diversity of our full-time faculty. Offering a Professional

Development workshop to adjunct faculty on enhancing their ability to be hired was one suggestion. Creating tip sheets – “how to enhance your chances of getting hired” that could be distributed to adjunct faculty was also suggested. Patrick O’Brien and Mary San Agustin will gather and forward information they may have on the subject. This discussion will continue in future meetings.

D. Action Items

E. Legislative Advocacy

F. Reports of Constituencies

G. Other Items

The meeting was adjourned at 4.30 p.m.