



## HRS PLANNING COUNCIL MINUTES

May 24, 2005

The meeting of the Human Resource Services Planning Council was held on Tuesday, May 24, 2005, in room SU-18. The meeting was called to order by Dr. Miyamoto at 3:30 p.m.

### **Roll Call**

Members Present: Ernie Carson, Carmen Eckman, Jo Anne Giese, Suzanna Grenz, Shawna Hearn, Wendy Metzger, Bob Sasse, Mary San Agustin, Jack Miyamoto

Members Absent: Nancy Horio

### **I. Minutes**

The minutes from the May 10, 2005 meeting were reviewed and approved.

### **II. Special Presentation**

#### **A. Institutional Review**

Dean Sara Thompson presented an overview of the new Institutional Review process. Sara is visiting each Planning Council to explain the process and ask for each group's assistance in getting the review completed. Sara said that she will return to the Planning Councils in the fall semester and provide the documents, timelines and other necessary information.

### **III. New Business**

#### **A. SPC Review – HRS Budget**

Dr. Miyamoto again reviewed the Human Resource Services budget with the Council, and he informed them that \$10,000 was removed to help make up the \$900,000 District budget shortfall that was previously undetected. Dr. Miyamoto noted that should the District receive more revenue than anticipated, the money would be put back into the departments' accounts before any of the additional revenue was spent elsewhere.

### **IV. Other**

None

### **V. Adjournment**

The meeting was adjourned at 4:30 p.m. No other meetings will be convened until the Fall 2005 semester.