



## HRS PLANNING COUNCIL MINUTES

*February 21, 2006*

The meeting of the Human Resource Services Planning Council was held on Tuesday, February 21, 2006, in room SU-18. The meeting was called to order by John Tortarolo at 4:00 p.m.

### **Roll Call**

Members Present: Ernie Carson, Molly Faulkner, Jo Anne Giese, Shawna Hearn, Nancy Horio, Kelley Hudson-Maclsaac, Wendy Metzger, John Tortarolo

Members Absent: Tawn Gregg, Suzanna Grenz

### **I. Minutes**

The minutes from the February 7, 2006 meeting were reviewed and approved.

### **II. Old Business**

#### **A. Maximum Vacation Accrual Notification / Catastrophic Leave Bank Crossover**

John Tortarolo notified the Council that their recommendations regarding maximum vacation accrual notification and catastrophic leave bank crossover would be presented at the SPC meeting on March 7, 2006.

#### **B. Classified Evaluation Process**

Nancy Horio reported that the classified evaluation process was ready to initiate, and the effective date for all past due evaluations would be set to May 1, 2006 to allow sufficient time for evaluators to prepare the evaluations.

### **III. New Business**

#### **A. 2006-2007 Human Resource Services Budget**

The 2006-2007 HRS proposed budget was approved as submitted. Jo Anne Giese noted that a justification should be included for the increase to budget pool 230010 as Fiscal Services would require it.

#### **B. Associated Student Government (ASG) Representative**

John Tortarolo reported that he had discussed the history of ASG appointments relative to the HRSPC with Michelle Barton and Bruce Bishop. Both administrators indicated that, after a review of meeting minutes from the time at which HRSPC was formed, a student government representative had not been included because the student body president did not see the value in such an appointment.

The Council expressed concern that student representatives would be more appropriate on committees and councils where student matters were directly discussed and students directly impacted, unlike the HRSPC where issues primarily concern permanent faculty and staff. Mr. Tortarolo stated that he would meet with Neill Kovrig, Associated Student Government President, in the upcoming weeks and discuss the value and appropriateness of a student appointment and bring the results of the discussion back to the Council.

C. New Meeting Schedule

The updated meeting schedule for the remainder of the Spring 2006 semester was distributed. It was noted that a first reading of the revised meeting date and time (1<sup>st</sup> an 3<sup>rd</sup> Tuesdays from 4:00 p.m. – 5:00 p.m.) was presented at SPC today, and a second reading for adoption would be presented at the next SPC meeting. It was also noted that our meetings, for the most part, would rarely go past 4:30 p.m., as the Council dispatches its business economically.

IV. **Other Discussion**

A. High Speed Copier Task Force

John Tortarolo requested a volunteer from the Council to participate in a High Speed Copier Task Force designed to determine how many of our current high speed copiers on campus should be replaced. Ernie Carson volunteered, subject to schedule availability, and Mr. Tortarolo will forward his name to Ken Jay, the chair of the task force.

B. Classified Staff

John Tortarolo reported that SPC had briefly discussed the need for prioritizing requests for additional classified staff, as the College's reductions over the past few years had taken departmental classified staffing to very low levels. It was suggested that the HRSPC be actively involved in designing any prioritization process.

C. Negotiations

It was reported to the Council that 3 of the 4 constituent groups had settled negotiations or discussions. However, since the fourth group was still in negotiations, it would not be appropriate to discuss any of the agreed-upon terms until all the groups had concluded negotiations/discussions, and the results had been approved by the Governing Board.

D. Bond Planning

John Tortarolo updated the Council on the bond issue. He reported that President Deegan had informed SPC that a second survey of community support for the bond issue, which seeks to identify support for a given level of taxation related to assessed property value, would be done in the near future.

V. **Adjournment**

The meeting was adjourned at 4:28 p.m.