



HRS PLANNING COUNCIL
Minutes
October 2, 2007

The meeting of the Human Resource Services Planning Council was held on Tuesday, September 18, 2007, in room A-1C. The meeting was called to order by John Tortarolo at 4:05 p.m.

Roll Call

Members Present: Ernie Carson, Dan Dryden, Shawna Hearn, Kelley Hudson-MacIsaac, Sue Norton, Craig Thompson, John Tortarolo,

Members Absent: Jo Anne Giese

Recorder: Lisa Hornsby

I. Approval of Minutes from September 18, 2007

The minutes from the May 1, 2007 meeting were approved

Sue Norton indicated that Monica Brannick was looking for another faculty member to replace Lynn Henson while she is on sabbatical leave for the fall semester.

II. Governance Structure

John Tortarolo asked the committee what information needed to be changed on the Governance Structure if any. It was recommended to include the 5 year plan within the products of the committee. It was also recommended that the title be changed from Manager, Human Resource Services to Director, Human Resource Services.

III. 2007-2008 Projects (Handout)

John Tortarolo indicated that the committee received feedback that year indicating that HRSPC had an informal structure. He indicated that the committee would focus on projects the committee would be working with this year.

John Tortarolo further indicated that SPC would be looking at future staffing needs from the planning councils. It was reiterated that the funds from Prop M will need to be spent within the next 15 years. HRSPC will be discussing the staffing needs for the next 3 to 5 years and plans for identifying new positions as they are needed.

- Strategic Plan 2009/Annual Implementation Plan

The committee is being asked to identify the cost associated with their AIP activities. It was identified that activities 6 and 14 would need to be reviewed with the other assigned groups. The estimated cost associated with activity 13 was identified at \$87, 623.

- EEO Plan

It was indicated that the classified statistics are still missing from the plan and that there is no expected date for this information to be included in the plan. The Chancellors did not receive any responses to their RFP for data.

- Institutional Review
John Tortarolo indicated that HRSPC should review their requirements for Institutional Review. It was identified that IPC has streamlined the Institutional Review process.
- Redesign of Position Announcements
John Tortarolo and Shawna Hearn will be working with Laura Gropen on developing new position announcement to market our positions and the District in a more effective manner.

IV. Other

V. Adjournment

The meeting was adjourned at 5:05 p.m.