



HRS PLANNING COUNCIL MINUTES

May 3, 2011

The meeting of the Human Resource Services Planning Council was held on Tuesday, May 3, 2011 in room LL-112. John Tortarolo called the meeting to order at 4:05 pm upon establishment of a quorum.

Roll Call

Members Present: Sandra Andre, Shawna Hearn, Lisa Hornsby, Pam McDonough, Anna Morrison

Members Absent: Anel Cardona-Gonzalez, Kimberly Word

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the April 5, 2011 meeting were approved (MSC: Andre/Hearn).

The minutes will be posted on the Palomar webpage as follows:

<http://www.palomar.edu/strategicplanning/hrspc>

II. 2010-11 Projects

• Program Review & Planning

The Human Resource Services Program Review Plan 2010 (PRP) identifies and describes the division's planning activities in terms of seven service area outcomes (SAOs). John distributed copies of the chart that outlines the HRS planning relationships from Accreditation to output (*blue chart*), and provided a review. He pointed out that the EEO Plan is an actual program that will remain a strategic planning goal for 2011-2012. The Staffing Plan is an institutional priority and will be updated annually. John noted that the chart will be revised to reflect the implementation of PeopleAdmin in the outputs (priorities) for the 2011-2012 planning cycle under proposed HR outcomes numbers 2 and 3. Once the draft for the HRS Program Review Plan has been finalized, it will be emailed to all HRSPC committee members for their review and feedback.

III. Standing Reports

• SPC/Budget

At the 5/3/11 SPC meeting, each Council shared their planning priorities and divisional budgets were approved for 2011-2012.

• EEO Advisory Committee

Lisa gave a report on the 2010-2011 Diversity Event that occurred on April 7, 2011. There was a good turn-out for the event; however, it was noted that it would be favorable to have more participation from the faculty in the future. Guests enjoyed a wonderful buffet and a live musical performance by a professional soloist followed by several meaningful and interesting discussions relating to the advocacy for human rights. The keynote speaker, Mr. John Haas, was outstanding as were the panelists. Raffle prizes for \$50 gift certificates at the Palomar Bookstore were offered as an incentive for participation in a survey for the event. Results from the survey will be presented at the first HRSPC meeting in Fall 2011.

- ***EEO Advisory Committee (continued)***

There was a discussion on how to effectively educate students regarding sexual harassment and bullying. One suggestion was to offer a contest for students to create a short 2-5 minute video which could address the students' perspectives on these complex issues. John suggested that the HRS Planning Council share ideas with the EEO Committee. This issue will be discussed further when meetings resume in Fall 2011.

- ***Other***

This meeting was the last HRSPC meeting for fiscal year 2010-2011. John thanked everyone for their participation and expressed his appreciation for their dedication.

Adjournment

The meeting was adjourned at 4:35 pm.