



## HRS PLANNING COUNCIL MINUTES

March 5, 2013

The meeting of the Human Resource Services Planning Council was held on Tuesday, March 5, 2013 in the HRS A-1 conference room. John Tortarolo called the meeting to order at 4:05 pm upon establishment of a quorum.

### Roll Call

Members Present: Shawna Cohen, Shanon Dreyer, Lisa Hornsby, Aaron Hudson, Christina Moore, Anna Morrison

Members Absent: Janis Kellgren, Jose Vargas

Recorder: Jennie Vastola

### **I. Approval of Minutes**

The minutes from the February 5, 2013 meeting were approved with two abstentions (MSC: AH/SC). The minutes from the February 19, 2013 meeting were approved with three abstentions (MSC: SC/AH). The minutes will be posted on the Palomar webpage at:  
<http://www.palomar.edu/strategicplanning/hrspc>

### **II. 2012 – 2013 Projects**

- **Staffing Master Plan Year 3 Update: (1<sup>st</sup> Reading)**

Vice President Tortarolo distributed and reviewed the Staffing Master Plan Year 3 Update. There was a discussion regarding the priority factors form. Committee members were asked to review the document and bring questions back to the next HRSPC meeting.

- **Budget Development for FY13-14:**

Vice President Tortarolo reported HRS received approximately \$88,000 for supplies, materials, and other operating expenses in FY12-13. Some of the higher expenses covered include the cost for service pins and advertising. Because the cost of advertising has increased, an augmentation may be required in the future. The proposed FY13-14 budget will be the same as FY12-13.

### **III. Other – Reports from Vice President Tortarolo**

- The Strategic Planning Council (SPC) is in the process of creating Strategic Plan 2016 and has requested input regarding the revision of the college's mission statement. HRSPC members were provided a copy of the current mission statement and a revised example. Comments and suggestions should be emailed to Vice President Tortarolo for submission at the next SPC meeting.
- At the March 5<sup>th</sup> SPC meeting, a report was given on the progress of the current Master Plan and changes were identified for the two new centers. The south center is expected to open Fall 2015, and recruiting will begin Fall 2014. The north center is expected to open Fall 2016, with recruiting beginning Fall 2015.
- The EEO Plan and Program Review and Planning are in progress.

### **IV. Adjournment**

The meeting was adjourned at 4:50 pm.

