



## HRS PLANNING COUNCIL MINUTES

October 6, 2015

The meeting of the Human Resource Services Planning Council was held on Tuesday, October 6, 2015 in the HRS A-1 conference room. Interim Vice President Mike Popielski called the meeting to order at 4:05 pm upon establishment of a quorum.

### Roll Call

Members Present: Shawna Cohen, Lisa Hornsby, Ken McMullen, Catherine Parshalle, Mike Popielski, Chris Sinnott, Jose Vargas

Members Absent: Aaron Hudson, Suzanne Sebring

Recorder: Jennie Vastola

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

The minutes from the September 1, 2015 meeting were approved. (MSC: KM/SC)

The minutes will be posted on the Palomar webpage at:

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

### **II. Projects**

#### Recruitment Updates

Vice President Popielski reported the recruitment for 23 new FT Faculty positions and 2 new FT Counselor positions for 2016-17 were approved at the last Instructional Planning Council meeting. He said we should receive a report soon from the Chancellor's Office that will give us the Faculty Obligation Number (FON). Once we have this information, we will know how many more FT faculty positions may be required.

VP Popielski reported the number of positions that have been filled since the SERP and discussed succession planning.

#### Classified Positions:

10 positions filled so far

20 positions in progress

11 positions on hold due to the classification study

#### Administrative/CAST Positions:

2 positions filled so far

5 positions in progress

5 positions filled as interim assignments

Vice President Popielski talked about the need to start planning for staffing the North and South Centers.

There was a discussion about the importance of maintaining a safe and healthy work environment and the impact of too many vacant positions.

### **III. Other**

#### **Staffing Plan**

HR Analyst, Shawna Cohen, provided an update on the current Staffing Plan which is in its 6th and final year and talked about planning for the next Staffing Plan.

#### **SPC**

Vice President Popielski reported on a discussion at the Strategic Planning Council about the plan for a common web portal (Comet Information Exchange) where information from the various Council and committee meetings can be shared.

#### **EEO Advisory Committee**

Vice President Popielski reported the date of the annual Unity in Diversity event will be on Thursday, April 14, 2016 and it is hosted by the EEO Advisory Committee.

#### **Team Life**

HR Analyst, Shawna Cohen, provided information about the many activities offered by Team Life.

### **IV. Adjournment**

The meeting was adjourned at 4:45 pm.