



HRS PLANNING COUNCIL MINUTES

December 1, 2015

The meeting of the Human Resource Services Planning Council was held on Tuesday, December 1, 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, Molly Faulkner, Aaron Hudson, Ken McMullen, Catherine Parshalle, Mike Popielski, Suzanne Sebring

Members Absent: Lisa Hornsby, Chris Sinnott, Jose Vargas

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the November 3, 2015 meeting were approved with two abstentions. (MSC: SC/MF)

The minutes will be posted on the Palomar webpage at:

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

II. Projects

Staffing Master Plan

Human Resource Analyst, Shawna Cohen, gave a PowerPoint presentation *Staffing Master Plan 2016-22: An Outline*. She explained how staffing planning is primarily driven by accreditation standards established by ACCJC. She said it shouldn't be a "one size fits all" plan; it needs flexibility to be sustainable. After the presentation, members discussed ways to improve the strategic staffing process.

EEO Plan

Human Resource Analyst, Shawna Cohen, reported the Chancellor's Office is considering some changes that will affect the Palomar College EEO Plan. New guidelines are expected within the 2015-16 fiscal year.

III. Other

SPC Update

Interim Vice President Mike Popielski reported a request to add the Director of Enrollment Services to the Budget Committee was submitted by Vice President Ron Perez.

TEAM LIFE

Suzanne Sebring reported on the various activities currently offered to all faculty and staff including Jazzercise classes, circuit training, Yoga, softball, a 5K run, cycling, and PD workshops

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on healthy eating and stress reduction. She also reminded everyone that the Palomar College Fitness Center only charges employees \$10/month to use the facility.

Adjournment

The meeting was adjourned at 5:00 pm.