



HRS PLANNING COUNCIL MINUTES

September 20, 2016

The meeting of the Human Resource Services Planning Council was held on Tuesday, September 20, 2016 in the HRS A-1 conference room. On behalf of Interim HRS Vice President, Mike Popielski, Shawna Cohen called the meeting to order at 4:05 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, Molly Faulkner, Aaron Hudson, Catherine Parshalle, Suzanne Sebring, Jose Vargas, Mike Popielski (*participation via conference phone*)

Members Absent: None

Guests: Michelle Barton, Kelly Falcone

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the May 3, 2016 meeting were approved with two abstentions. (MSC: CP/MF)
The minutes will be posted on the Palomar webpage at:
<http://www2.palomar.edu/pages/hrspc/minutes-and-agendas/>

II. Projects

Orientation – Michelle Barton

Michelle Barton presented an overview of the Palomar College Governance Structure, explaining the value of participatory (shared) governance, participation, and communication. She provided information regarding the *Comet Information Exchange (CIE)*, a website where summaries from all Palomar College planning councils and numerous committee meetings are represented, making it easier for people to get information about the campus' shared governance. She reported an Accreditation Team follow-up site visit is expected in mid-October. There wasn't sufficient time for Michelle to complete her presentation, so she will attend another HRSPC meeting in the near future.

Staff Training and Development Committee Discussion

Kelly Falcone reported Assembly Bill 2558, passed in September 2014, established the *Community College Professional Development Program* and funding will be allocated to community college districts that provide professional development opportunities for both faculty and staff. An adjustment is needed to the Palomar College Governance Structure so a new committee can be formed and a *Human Development Resource Plan* can be developed. The *Staff Training & Development Committee* and *Professional Development Committee* will likely be merged to create this new committee. (There was some discussion about representation on the new committee.) New Software will need to be identified and tested.

Classified Unit Classification Study

Shawna Cohen reported the Class Study was officially approved at the September 13th Governing Board meeting. HR is in the process of notifying classified employees with information about new classifications, titles, and salaries.

EEO Funds Allocation for 2016-2017

Shawna Cohen reported Palomar Community College is one of 55 districts that provided the Chancellor's Office with an EEO Funding Allocation report that will result in the funding of \$60,000 to be used towards EEO initiatives. An electronic copy of the report will be provided to committee members.

EEO Plan Review

Shawna Cohen reported the Palomar College EEO Plan 2016 went through a first-ever peer review process. While there were a few suggested improvements, the review team appointed by the Chancellor's Office found the Plan to be exemplary, one of the best in the state, and a model for other districts. An electronic copy of the review will be provided to committee members.

III. Other

The new compressed calendar has created some scheduling conflicts, resulting in the need to find a new day and time for the regularly scheduled meetings of the HRS Planning Council. Committee members were asked to bring their calendars and suggestions to the next meeting.

IV. Standing Reports

None

Adjournment

The meeting was adjourned at 5:10 pm.