



Human Resource Services Planning Council (HRSPC) MINUTES

October 25, 2017

The meeting of the Human Resource Services Planning Council was held on Wednesday, October 25, 2017 in the HRS A-1 conference room. Human Resource Services Vice President, Dr. Lisa Norman, called the meeting to order at 2:05 pm upon establishment of a quorum.

Roll Call

Members Present: Bret Bandick, Shawna Cohen, Tiffiny Hickey, Aaron Hudson, Diane Studinka, Jose Vargas, Christine Winterle

Members Absent: Kevin Kearney

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the October 11, 2017 meeting were approved with one correction and one abstention: (MSC: AH/JV)

The minutes will be posted on the Palomar webpage at:

<http://www2.palomar.edu/pages/hrspc/minutes-and-agendas/>

II. New Business

Purpose of the HRS Planning Council

Dr. Norman asked members to share their expectations for the purpose of the HRS Planning Council; what is the function beyond sharing information. There was an open discussion regarding the responsibilities of the Council, and members were asked to take time before the next meeting to think carefully about future goals that will improve the institution as a whole. She commented on the importance of becoming goal oriented, creating a stronger voice, and connecting HRSPC goals to institutional goals and objectives.

Staffing Plan

S. Cohen said a draft of the Staffing Plan was created last year and presented at SPC. An overview of the (draft) Plan will be shared with HRSPC members at an upcoming meeting. Dr. Norman said she plans to meet with constituent group leaders to gather input regarding hiring and she will share the information with the HRSPC. The HRSPC will also be instrumental in the annual review of the Staffing Plan. There was a question regarding staffing for the new North and South Centers. Dr. Norman explained work is being done to expedite the hiring process, including an internal transfer process. The intent is to have all the newly hired employees approved at the May Governing Board meeting. Employees hired to work at either of the new Centers will first be trained and receive mentorship working at the main San Marcos campus. (III.A.9)

III. Other

Employee Recognition Programs

There was a brief discussion regarding planning for future employee recognition events. The group talked about possibly having one event for AA, CAST, and Classified staff members to make it more of a District-wide recognition program for all groups. Some employees may be interested in other options besides receiving a service pin for their years of service. Council members were asked to bring ideas to the next meeting. A suggestion was made to add all unfinished business from prior meetings under "Old Business" on the HRSPC agenda.

IV. Standing Reports – None

V. Adjournment

The meeting was adjourned at 3:00 pm.