



Santa Monica Community College District
District Planning and Advisory Council
Human Resources Subcommittee
October 13, 2015
Meeting Minutes

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) - Human Resources subcommittee was held on Tuesday, **October 13, 2015** at 1:30pm at Santa Monica College, Library Conference Room 275.

I. Call to Order – 1:40 pm

II. Members Present

Tre'Shawn Hall-Baker, Administration Representative, Co-Chair
Carol Long, Administration Representative

Delores Raveling, Management Representative

George Davison, Academic Senate Representative, Co-Chair
Alicia Villalpando, Academic Senate Representative

Kennisha Green, CSEA Representative
Joanne Laurance, CSEA Representative
Karen Monzon, CSEA Representative
Kathy Solis, CSEA Representative

III. The minutes of the DPAC HR subcommittee meeting on September 9, 2015 were accepted with one change (Joanne Laurance was present at last meeting).

Motion: George

2nd: Joanne

Ayes: Tre'Shawn, George, Delores, Kennisha, Kathy, Alicia, Joanne and Karen

Noes:

Abstentions: Carol

IV. Minutes

- A. **List of ARs to be Reviewed for the 2015/16 year:** Committee discussed making it a priority to review the two ARs on last year's agenda that the committee did not have time to review: AR 3114 – Catastrophic Leave and AR 3116 – Drug & Alcohol Testing for Transportation Employees. There was some discussion as to the reasoning behind why they were chosen. Tre'Shawn and the representatives from the Faculty Association, CSEA and Academic Senate will do some research to try to determine why it was decided to focus on those two ARs. The committee reviewed the Catastrophic Leave sections in the contracts. There was also discussion about which groups are covered under AR 3116. Carol will bring information to the next meeting on which classifications are included. The committee also decided to add AR 3131 – Personnel Records to the list of ARs to be reviewed. It was decided that no final decision on this year's schedule would be made until the next meeting.

V. Adjournment – 2:40pm