

District Planning and Advisory Council
Human Resources Subcommittee

Minutes of the Meeting

October 3, 2022

Zoom/Virtual



**District Planning and Advisory Council
Human Resources Planning Subcommittee**

Minutes of the Meeting

October 3, 2022

Zoom/Virtual

Members Present: Vicenta Arrizon (Co-Chair), Wendi DeMorst, Anisha DiGregorio, Christina Gabler, Esmeralda Hernandez, Joan Kang, Sherri Lee-Lewis (Co-Chair), Denise Liu, Carol Long, Kymberlyn McBride, Debra Willoughby, Lisa Winter

Interested Party:

I. Call to Order/Introductions

The meeting was called to order at 1:05 p.m.

II. Welcome and Introductions

All members introduced themselves. The committee is still in need of one additional representative from the Faculty Association.

III. Duties of the Committee – Review

The priorities/focus for this academic year will be:

1. To review data and practices as they relate to staffing needs, recruitment, hiring, and retention of employee so to inform human resources planning.
2. Monitor trends in equity and diversity in order to include findings in human resources discussions.
3. Review Board Policies and Administrative Regulations pertaining to all faculty and classified staff.

Follow-up:

District Planning and Advisory Council
Human Resources Subcommittee

Minutes of the Meeting

October 3, 2022

Zoom/Virtual

- Co-Chairs asked to confirm if the subcommittee is governed by the Brown Act and follow Robert’s Rules of Order.
- Students asked if they have a vote on the committee.
- Sherri Lee-Lewis will confirm and report back.
- Sherri and Vicenta will reach out to Peter Morse regarding the appointment of another member representative of the Faculty Association.
- A Teams folder will be created.

Discussion:

- HR Staffing Plan – on hold until Educational Master Plan is developed.
- Community Agreement (a set of norm or ground rules)– Vicenta Arrizon will bring a draft to the next meeting.
- Adding to the DPAC HR duties: Committee will discuss including inclusion and accessibility in bullet #2 at the next meeting.

IV. New Business

1. AR 3435 – Review during November meeting. Lis Winter will forward the regulation to all members. AR 3434, Sexual harassment related to Title IX is complete.

V. Dates for Next Meetings

Monday, October 10, 2022	1:00 pm – 3:00 pm	Virtual
Monday, November 14, 2022	1:00 pm – 3:00 pm	Virtual
Monday, December 12, 2022	1:00 pm – 3:00 pm	Virtual

VI. Adjournment

Motion to Adjourn: Kym McBride

Seconded: Lisa Winter

Vote: Aye - 12 No - 0 Abstain -0

Meeting ended at 2:43 p.m.