



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Human Resources Advisory Council

Charge: <https://intranet.gcccd.edu/hrac/charge-and-composition.html>

AGENDA & MEETING NOTES

September 25, 2024 @ 1:30 – 3 p.m.

Zoom <https://gcccd-edu.zoom.us/j/83299065504>

Council Members

Name	Title	Attendance
Linda Beam	Chair – Human Resources	<input checked="" type="checkbox"/>
Bernadette Black	Confidential Staff Rep. (GC)	<input checked="" type="checkbox"/>
Cindy Hall	Classified Senate Rep. (GC)	<input checked="" type="checkbox"/>
Colleen Moreno	CSEA Rep. (DS)	<input checked="" type="checkbox"/>
Craig Leedham	Conf. Administrators Rep. (DS)	<input checked="" type="checkbox"/>
Karen Marrujo	Academic Senate (CC)	<input checked="" type="checkbox"/>
Katie Borts	Director Human Resources (DS)	<input checked="" type="checkbox"/>
Katie Cabral	Classified Senate Rep. (CC)	<input checked="" type="checkbox"/>
Michael Salvador	EEO/Title IX Director (DS) – Advisory	<input checked="" type="checkbox"/>
Moriah Gonzalez-Meeks	Advisory Role (CC)	<input checked="" type="checkbox"/>
Perla (Pearl) Lopez	Academic Senate (GC)	<input checked="" type="checkbox"/>
Sharon Sampson	Advisory Role (GC)	<input checked="" type="checkbox"/>
Victoria Marron	Conf. Administrators Rep. (CC)	<input checked="" type="checkbox"/>
Wayne Branker	AA Rep. (GC)	<input type="checkbox"/>
Vacant	AA Rep. (CC)	<input type="checkbox"/>
Vacant	AFT Rep.	<input type="checkbox"/>
Vacant	Communications & Public Information Director	<input type="checkbox"/>
Vacant	Classified Senate Rep. (DS)	<input type="checkbox"/>
Guests:		
Jane Kennington	Personnel Commission - Guest	<input checked="" type="checkbox"/>
Jessica Moore	Professional Development Specialist - Guest	<input type="checkbox"/>
Shane Stewart	IS Business Analyst, Enterprise Systems	<input checked="" type="checkbox"/>
Meeting Recorder:		
Kimberly Gioscia	Executive Assistant	<input checked="" type="checkbox"/>



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Agenda Item	Documents
<p>A. EEO/Title IX</p> <ol style="list-style-type: none">1) Title IX Updates<ol style="list-style-type: none">a) BP/AP – 2nd read2) EEO Annual Certification Form<ul style="list-style-type: none">• 2022-2023 Fiscal• 2023-2024 EEO Plan	<p>AP 3430 – Prohibition of Harassment (Draft 2024) AP 3433 – Prohibition of Sex Discrimination under Title IX (Draft 2024) AP 3434 – Responding to Sex Discrimination under Title IX (Draft 2024) BP 3433 – Prohibition of Sex Discrimination under Title IX (Draft 2024) BP 5500 – Student Conduct (Draft 2024)</p> <p>1) Linda Beam hopes these BP/AP's were being shared with the different constituent groups. Cuyamaca's Academic Senate is currently reviewing them, Grossmont's Academic Senate will see them on the 10/4 agenda and Grossmont's Classified Senate is currently reviewing.</p> <p>Two additional AP/BP's are being updated and Linda is hopeful they will be shared before the October meeting.</p> <p>Perla asked if the BP 5500 Student Conduct BP had been shared with Lauren Vaknin and Sara Varghese. Yes, they have confirmed Michael.</p> <p>2) Linda Beam advised that this year's form is different from the 9 Multiple-Measures format. This year's form is specific to 2022-2023 Fiscal Expenditures, but the Demographic Data Analysis includes 2021-2022, 2022-2023, and 2023-2024.</p> <p>Shane Stewart joined the meeting to share how the data was extrapolated. Workday is not set up to map the data needed for the new EEO Annual Certification Form. Discussions will be held on data mapping for future EEO, MIS and IPED's reports.</p> <p>Linda noted that many other colleges throughout the state are experiencing the same challenges in providing the data and meeting the deadline.</p>



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Agenda Item	Documents
	<p>It was noted that Michael Salvador's hire dates do not match on Pages 16 and 19, corrections will be made.</p> <p>Linda asked that any edits to the EEO Annual Certification Form be submitted to her by end of day, Friday, September 27th.</p> <p>The EEO Annual Certification Form will be submitted to the State Chancellor's Office on or before September 30th with the notation that the Governing Board approval will be forthcoming at the October 8th Governing Board meeting.</p>
B. Human Resources Operations <ol style="list-style-type: none">1) Recruitment update2) Personnel Commission update3) Professional Development update	<ol style="list-style-type: none">1) Jane spoke of the ongoing recruitments that the Personnel Commission is overseeing and the expectation of adding 3 – 4 new recruitments each week. Recruitments are being prioritized by their Strategic Hire Form approval date.2) The Reclassification submittal period will open in October.3) Linda shared that Jessica Moore is creating a master calendar for Professional Development opportunities, as well as, required training. Jessica will reach out to each campus about offering trainings during Flex Week.
C. Policies/Update Charge <ol style="list-style-type: none">1) Charge Workgroup HRC & EEOAC 1st Read	<p>See attached files</p> <ol style="list-style-type: none">1) Linda shared that the Workgroup met last week and submit for the Council's 1st read. She asked they be shared with the constituency groups. This item will carry over to the October agenda.
D. Group Updates	None
E. Meeting Notes, etc. <ol style="list-style-type: none">1) May 22, 20242) August 28, 20243) HRAC Meeting Calendar Revised	<p>Meeting Notes – 5-22-24</p> <p>Meeting Notes – 8-28-24, See attached file</p> <p>https://intranet.gcccd.edu/hrac/documents/2024/hrac-2024-mtg-calendar-revised-9-5-2024.pdf</p>

Next Meeting Date: October 23rd @ 1:30 – 3 p.m.