



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Human Resources Council

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

AGENDA

October 23rd @ 1:30 – 3 p.m.

Zoom <https://gcccd-edu.zoom.us/j/89069004800>

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 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"/>
Tammi Marshall	AA Rep. (CC)	<input checked="" type="checkbox"/>
Victoria Marron	Conf. Administrators Rep. (CC)	<input checked="" type="checkbox"/>
Wayne Branker	AA Rep. (GC)	<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 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 – Proceed with submission to Governing Board & DEC2) EEO Annual Certification Form<ul style="list-style-type: none">• Approved & submitted3) Title 5 DEIAA Performance Evaluation Requirements	<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) See attached Title 5 DEIAA Suggested Language</p> <ol style="list-style-type: none">1) Linda Beam asked if there were any edits to the 3 AP's and 2 BP's. None were voiced, so these will move forward to DEC for review.2) Linda also informed the council of the Governing Board's approval of the EEO Annual Certification form and subsequent changes requested by the State Chancellor's office. Michael Salvador will offer additional practical EEO training sessions.3) Linda introduced the proposed change in Title 5 regarding the inclusion of DEIAA in performance evaluations, which is currently under discussion with unions. Karen Marrujo, one of the members of the group that worked on the proposed language, shared the group's intent to make the language applicable to all areas and not just faculty. Linda Beam will follow-up with CSEA and AA regarding proposed language for job descriptions.



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<p>B. Human Resources Operations</p> <ul style="list-style-type: none">1) Recruitment update2) Personnel Commission update<ul style="list-style-type: none">• Reclassification3) Professional Development update<ul style="list-style-type: none">• New Employee Orientations• Management Trainings	<ul style="list-style-type: none">1) Linda discussed the upcoming faculty recruitments at Grossmont, with a focus on ensuring these are posted before Thanksgiving.2) Jane Kennington provided an update on ongoing recruitment for classified staff and management. She clarified that the reclassification process for classified employees, emphasizing that it's not a process for promotions or reallocations. Reclassification period opens October 31, 2024.<p>Cindy Hall expressed concerns about the difficulty of the testing process, particularly for those who have worked in the positions temporarily. Jane assured everyone that the PC office is open to discussing any issues related to test results, as well as, offering suggestion to explore avenues for improving knowledge and skills. She will collect demographic data on Personnel Commission testing and hiring outcomes.</p><p>Linda Beam emphasized the importance of respecting the Personnel Commission's processes, while also acknowledging the need for communication. A discussion was had about changing aspects of the testing process. Jane confirmed that she welcomes feedback and concerns, and that they are taken seriously.</p>3) Jessica Moore discussed the progress of professional development initiatives. She has been working on revamping new employee orientations for launch in January 2025, adding Workday training, and providing other mandatory training. Tammi Marshall raised concerns about tracking training completion and ensuring managers are aware of their responsibilities. Linda



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	assured Tammi that they are working on a system to track trainings and are setting up a master calendar for the district. Jessica mentioned her intention to invite all new hires, to the upcoming orientations.
C. Policies/Update Charge 1) Charge Workgroup HRC & EEOAC 2 nd Read	See attached files 1) There was a discussion on the governance and reporting structure of the Human Resources Council. Linda explained that the HRC's recommendations regarding governance issues are made to the Vice Chancellor, Human Resources, as the chair. A question was raised if HRC reports to DEC. Linda Beam will check with VCBS Abushaban and ACV Kilber-Rebman on consistency in language for governance group charges and reporting structure. Kimberly will update the HRC charge document with redline edits showing proposed changes. HRC members to review proposed HRC charge and provide any additional feedback at the next meeting.
D. Group Updates	
E. Meeting Notes, etc. 1) September 25, 2024	https://intranet.gcccd.edu/hrc/documents/2024/hrc-meeting-minutes-09-25-24.pdf

Next Meeting Date: November 20th @ 1:00 – 2:30 p.m.