

Minutes

August 23, 2010, 1-2 p.m., PDC 104

Present

Kellie Barnett, Renee Brunelle, Ben Gamboa, Colleen Gamboa, Kelly Goodrich, Gloria Harrison, Matthew Isaac, Matthew Lee, Charlie Ng, Scott Rippy, Steve Sutorus

Welcome/Introductions

Charlie opened the meeting and introductions were made.

HR Staffing Plan

Renee introduced the Staffing Plan and explained that it was for the entire District. Matthew L. briefly reviewed the changes made to the plan which incorporated the comments from previous meetings. Some of these changes were the elimination of the matrix at the end of the plan in favor of a Hiring Priority List, and the addition of three objectives. Two of the objectives were in line with the District Strategic Plan, and the third, in the evaluation section, addresses the development of a system to improve the timeliness of management and classified evaluations. The committee then discussed its concerns with the draft.

- Regarding the accuracy of the data in tables 4 and 7 on pages 16-17, Renee mentioned that the discrepancy revolved around the use of position control files in Financial 2000, and Matthew L. confirmed that the data was supposed to be a count of people, rather than positions. Matthew L. suggested that Chancellor's Office MIS data be used as a basis for these numbers going forward, and Charlie recommended that if possible, we should move to MIS data immediately for all reported periods. The committee agreed, and Renee advised she will transmit the historical MIS data to Matthew L. and the Fall 2009 data (with a detailed list of the employees counted in each category) to the presidents for review by Wednesday a.m. Any changes in the Fall 2009 data will then be transmitted to Matthew L. by Thursday so he can enter them and forward the revised plan to committee members for review on Friday.
- The committee asked Renee to verify whether or not Board Members have been included in the management category for previous years, since they are included in the March 2010 snapshot in table 4.
- Ben mentioned that the commentary under table 18, Retirement Projections, on page 28 contained a reference to District employees which were not actually part of table calculations. Matthew L. advised that he would remove the reference.

- Scott brought up a concern about the inconsistency of the ethnicity categories listed in tables 5 and 6 on pages 16-17. The reason for this, Renee advised, is that the data are captured from two different sources and the categories are defined by those sources. Matthew I. questioned how a Russian person might respond, and the answer was that ethnicity is self-identified.
- On several pages, Matthew L. had listed some suggestions about including standard or statewide average data for reference purposes, but advised the committee that this information could not be gathered in time for this year's edition, although it would be a helpful addition for next year's plan.
- Regarding tables 16-17 on page 27, Scott asked if more historical FTEF data could be shown and Matthew L. advised that we could build that history going forward by keeping the previous information and just adding new.
- Matthew L. mentioned that he is still awaiting approval from the Chancellor's Cabinet regarding the two recommended targets listed at the bottom of page 27. He will follow up with Bruce and asked Gloria and Charlie to do the same.
- On page 21, Matthew L. is waiting on some historical data from Charlie, which Charlie indicated he would provide.
- Gloria mentioned her desire for clarification of the Faculty Obligation data on page 27. While it is known that we meet our faculty obligation, this fact can sometimes hinder the colleges from hiring more staff. Scott would like to see this Obligation explained more fully. Charlie indicated that as long as colleges meet their minimum Obligation, which comes from the state, the colleges themselves determine how many more full-time faculty they are able to hire. Matthew advised that he will add a reference to the source of more information on this subject in a paragraph below the table.
- Steve will send Matthew L. the unaudited figure for table 17 on page 27 for the 2009-2010 % of Current Expense of Education for Classroom Instruction.

Next Meeting

Charlie advised that the Resource Allocation Committee has fulfilled its role with respect to the Resource Allocation Model. The District Budget Committee will now take over the review and revision of the Model. There was no objection to this, and after the Resource Allocation Committee's final recommendation on the Staffing Plan at the next meeting, the Resource Allocation Committee will disband.

The next meeting will be Monday, August 30, 2010 at 1:00 in PDC 104. Renee will act as chair in Charlie's absence.