**District Assembly Meeting Minutes**
**District Board Room**
**October 3, 2017 – 3pm**

CALL TO ORDER
Jeremiah Gilbert called the meeting to order at 3:05pm

APPROVAL OF 9/5/17 MINUTES
Mark McConnell moved to approve, Robert Levesque seconded the motion to approve the minutes of 9/5/17. Unanimous approval.

OLD BUSINESS
Policies & Procedures for 2nd Read and Approval:
AP 2410 Board Policies and Administrative Procedures
BP 2735 Board Member Travel
AP 3430 Prohibition of Harassment
BP 3710 Securing of Copyright
AP 7150 Evaluation
AP 7250 Educational Administrators
BP 7150 Evaluation
BP 7250 Educational Administrators
BP 7260 Classified Supervisors and Managers

Celia Huston moved to approve, Diana Rodriguez seconded the motion to approve Policies & Procedures for 2nd Read and Approval. Mary Valdemar and Cassandra Thomas abstained. All others approved.

ITEMS PULLED
AP 3505 Emergency Response Plan: Needs to be completed and to incorporate local process.
BP 3505 Emergency Response Plan: Needs to be completed.
AP 3710 Securing of Copyright: Needs to be completed
AP 2510 Collegial Consultation: District Committees should be included.

NEW BUSINESS
Policies & Procedures for 1st Read (take to constituency for input)
BP 3226 Awards
BP 5075 Course Adds, Drops, and Withdrawals
AP 7100 Commitment to Diversity
BP 7100 Commitment to Diversity
BP 7120 Recruitment and Hiring
BP 7130 Compensation
AP 7213 Part Time Faculty: Benefits
AP 7240 Confidential Employees
AP 7365 Discipline and Dismissal - Classified Employees
AP 7385 Salary Deductions

Policies & Procedures for 1st Read (**Academic & Professional**)
AP 4060 Delineation of Functions Agreements
BP 4060 Delineation of Functions Agreements
AP 4070 Course Auditing and Auditing Fees
BP 4070 Course Auditing and Auditing Fees

AP 4101 Independent Study
BP 4101 Independent Study
AP 4102 Career and Technical Education Programs
BP 4102 Career and Technical Education Programs
AP 4103 Work Experience
AP 4110 Honorary Degrees
AP 4227 Repeatable Courses
AP 4228 Course Repetition - Significant Lapse of Time
AP 4229 Course Repetition - Variable Units
AP 4240 Academic Renewal
BP 4103 Work Experience
BP 4110 Honorary Degrees
BP 4240 Academic Renewal
AP 5040 Student Records, Directory Information, and Privacy
AP 5150 Extended Opportunity Programs and Services
BP 5040 Student Records, Directory Information, and Privacy
BP 5150 Extended Opportunity Programs and Services

2018-2019 Academic Calendar
Jim Holbrook moved to approve, Mark McConnell seconded the motion to approve the 2018-2019 Academic Calendar. Unanimous approval.

Approval to Change Next Meeting Date to November 14, 2017
Robert Levesque moved to approve, Mark McConnell seconded the motion to approve changing the November DA meeting to November 14, as there is a conflict with the Chancellor's Leadership Academy. Executive Committee will meet as usual. Unanimous approval.

EDCT Organizational Chart
There were concerns from the Senates with the organizational chart. Richard to meet with senates and get feedback. Jim Holbrook requested the organizational chart be sent electronically. SBVC Senate is reviewing at their next meeting. CHC Senate will receive it next month. Richard will return to DA with feedback.

Instructional Initiatives Committee
Replaces EDCT Committee. Reconvene and develop a charge to be brought back to DA. Significant changes over the last year in administration and faculty at both campuses. Colleges are prioritizing 60% Strong Workforce funding. It was suggested to include classified staff. Suggestion from Jim on recording. Plans for next year should be discussed now to not lose opportunities. Faculty and Classified appointments should be communicated to Richard Galope ASAP. Ad Hoc committee to convene ASAP and discuss Strong Workforce Program: 60% Local Share and 40% Regional funding.

Student Health Fee
$20 for fall and spring $17 for summer. $1.50 can it be picked up by the District? Jose Torres will report back for discussion.

AP/BP 4110 Honorary Degrees
Recommend not implementing this year. Honorary degrees could be beneficial for the foundations. Colleges to review and report back to DA.

Drop Policy for Non-Payment
Presents issues with policy and Title V. BOGG waivers may reduce student liability.
Mary Valdemar moved to approve, James Smith seconded the motion to approve making a recommendation to TESS to prioritize and take fees out before distribution of financial aid. Unanimous approval.

INFORMATION
Policies & Procedures Deemed Academic & Professional Submitted for Information
None

UPDATES
None

REPORTS
SBVC Academic Senate, CHC Academic Senate, and SBVC Classified Senate provided reports.

PUBLIC COMMENTS
None

FUTURE AGENDA ITEMS

- Districtwide Standing Committee Update (TBD)
- Auditing Update (Summer 2018)
- Calendar Committee Update (TBD)
- Educational & Facilities Master Plan Update (TBD 2019)
- Fiscal Services Update (written reports Feb, May, Aug, Nov)
- Human Resources Update (written reports Jan, Apr, July, Oct)
- Police Department Update (written reports Apr, Sept)
- TESS Updates (written reports May, Oct)
- Webadvisor Update (TBD)
- Proposed Policy & Procedure on Background Checks – (from 4/4/17) HR is working on this policy. It will apply to all employees.
- AB 104 Update (TBD)
- Emergency Management Committee – (from 4/4/17) The committee will provide consistency in emergency training, ensure related policies and procedures are up to date, and will communicate the roles and structure of the emergency management committee. The committee will have collegial representation. Once the committee develops the charge and membership, it will be brought to District Assembly.
- Annual approval of 6-year AP/BP review schedule (September)

ADJOURN
Meeting adjourned at 4:30pm.

Sign Up Sheet

District Assembly 10/3/2017

| |
|---|
| Jim [illegible] |
| Wei Zhou |
| RICHARD GALOPE |
| Susan Rychevic |
| Gragling L. Eaton |
| JEREMIAH GILBERT |
| Mary Valdemar SBVC Library |
| DIANA RODRIGUEZ |
| [illegible] |
| Ray Carlos |
| Celia Hust |
| James Smith |
| Christina Hannon |
| Kathryn Jaramillo |
| T L Brink |
| Mark D. McConnell |
| Cassandra Thomas |
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# San Bernardino Community College District 2018-2019

## June 2018

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In Service Days
Instruction Begins
Holidays
Semester Grades Due
Flex Days
Semester Ends
CHC/SBVC Commencements
Final Exams
Classes Not In Session- All Offices Open

This side is for quick reference only.

## July 2018

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## August 2018

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## September 2018

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## October 2018

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## November 2018

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## December 2018

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## January 2019

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## February 2019

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## March 2019

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## April 2019

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## May 2019

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## June 2019

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| 30 | | | | | | |

(see reverse for the Official SBCCD Academic Calendar)

DRAFT 9-27-17

# San Bernardino Community College District

# 2018-2019 Academic Year

## Fall Semester 2018:

| | |
|---|---|
| Flex Day (no classes in session) | August 9 |
| Faculty In-Service Day | August 10 |
| Instruction Begins | August 13 |
| Labor Day | September 3 |
| Fall Census Day | September 4 |
| Flex Day (no classes in session) | October 2 |
| Veterans Day | November 12 |
| Thanksgiving Recess | November 22-24 |
| Final Exams/Saturday Classes | December 8 |
| Final Exams | December 10-14 |
| Fall Semester Ends | December 14 |
| Fall Semester Grades Due | December 21 |
| Campus Closed | December 25-January 1 |

## Spring Semester 2019:

| | |
|---|---|
| Flex Day (no classes in session) | January 10 |
| Faculty In-Service Day | January 11 |
| Instruction Begins | January 14 |
| Martin Luther King Day | January 21 |
| Spring Census Day | February 4 |
| Lincoln's Birthday | February 15 |
| Washington's Birthday | February 18 |
| Spring Recess | March 11-16 |
| Flex Day (no classes in session) | April 9 |
| Final Exams | May 17-23 |
| Final Exams/Saturday Classes | May 18 |
| Spring Semester Ends | May 23 |
| CHC & SBVC Campus Graduation | May 24 |
| Faculty In-Service Day | May 24 |
| Memorial Day | May 27 |
| Spring Semester Grades Due | May 30 |

**Short Term Courses** ..... Grades due 7 calendar days after last day of class

**Flex Days** ..... 4 days of Required Flex to be completed by contract faculty

**2018-2019 Census Days**

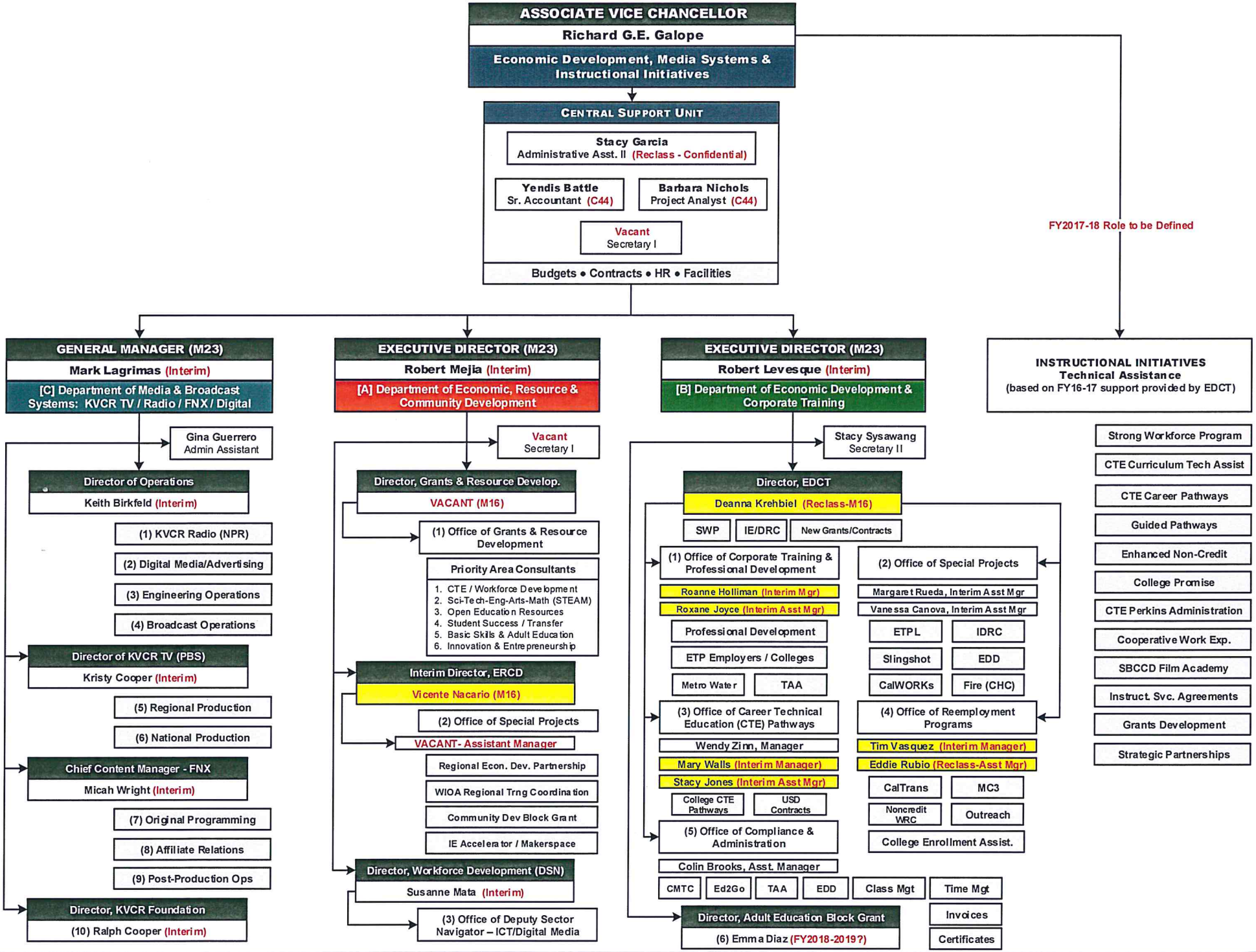
Fall Census Day - September 4
Spring Census Day - February 4

DRAFT 9/27/17

FUNCTIONAL CHART

# SBCCD ECONOMIC DEVELOPMENT • MEDIA SYSTEMS & INSTRUCTIONAL INITIATIVES

SEPTEMBER 25, 2017



# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**District Assembly Executive Committee**

9/25/2017

## EDCT ORGANIZATIONAL CHART ANALYSIS

### Central Support Unit (25% Categorical- and 75% General-Funded)

Consolidated administrative support unit for EDCT, ERCD and KVCR operations formed to monitor and provide oversight of District general fund support of KVCR, accountability for FNX grant funding, and grant- and contract-funded EDCT and ERCD operations. Administrative support functions include budget, contracts, procurement, human resources and facilities.

### [A] Department of Economic, Resource & Community Development (100% Categorical-Funded)

The objectives for creation of this department are to (a) generate grant funding revenues from expanded sources of county, state and federal funding sources related to educational initiatives, and economic, workforce and community development; (b) develop strategic partnerships with city governments, county agencies, community- and faith-based organizations, regional planning agencies and administrative districts, business and industry associations, and labor organizations in support of competitive grant initiatives; (c) coordinate Service Area environmental scanning and District economic impact studies in support of grants and internal strategic planning; and (d) acquire, implement and administer Workforce Innovation & Opportunity Act (WIOA)-funded grant contracts and projects.

| Functional Area | Purpose |
|---|---|
| **(1) Office of Grants & Resource Development** | • Research County, State, Federal and Foundation grant funding cycles and develop and maintain Grant Funding Calendar<br>• Coordinate project priorities of Priority Area Consultants to pursue major grant funding for Districtwide initiatives<br>• Coordinate with College stakeholders in the pursuit of Districtwide grant partnerships through joint analysis of Program Reviews and Educational Master Plans for alignment of unfunded priorities with available grant funding<br>• Assist with post-grant award planning, implementation and administration of projects, as necessary. |
| **(2) Office of Special Projects** | • Leads and coordinates division strategic planning and program reviews<br>• Maintains environmental scanning and economic impact studies<br>• Develops regional strategic partnerships in support of competitive grant initiatives<br>• Conducts planning forums with regional stakeholders in support of internal strategic planning and districtwide grant project support<br>• Engages in partnership development with WIOA agencies, and acquires, implements and administers WIOA-funded grant contracts and projects.<br>• Administers the AmeriCorps*VISTA program and supervises project volunteers in the implementation and coordination of regional community and economic development projects |
| **(3) Office of Deputy Sector Navigator (DSN) – ICT/Digital Media** | • CCCCO-funded, Inland Empire/Desert Regional Consortia (IE/DRC) support position and Sector Initiative position based with SBCCD<br>• Provides technical assistance to Consortia colleges in Information Communications Technologies (ICT) and Digital Media program planning, development, enhancement, and diversification. |

## [B] Department of Economic Development & Corporate Training (100% Categorical-Funded)

The objectives of this department are to maintain the traditional operations of EDCT, which includes (a) administration of not-for-credit, Contract Education-based professional development training, technical training, and upgrade skills training for private companies in regional, high-growth and emerging technologies industry sectors; (b) participation in the leadership of the IE/DRC, specifically in the areas of Strong Workforce Program 40% regional planning, and coordination of regional Sector Initiatives; (c) administration and service delivery of Contract Education-based training programs funded by County, State, and Federal agencies, and Industry organizations and associations; and (d) assistance to the District colleges in meeting Enrollment Management targets.

| Functional Area | Purpose |
|---|---|
| **(1) Office of Corporate Training & Professional Development** | • Design, development and delivery of Contract Education-based professional development, technical and upgrade skills training for Incumbent Workers from companies engaged in high-growth and emerging-technology sectors<br>• Training funded by grants and contracts from the CA Employer Training Panel (ETP), CA Manufacturers Training Council (CMTC), Industry-Driven Regional Collaborative (IDRC), Metropolitan Water District (MWD), and USDOL-ETA Trade Adjustment Act (TAA). |
| **(2) Office of Special Projects** | • Maintains EDCT training program eligibility with the CA Employment Development Department (EDD) Eligible Training Provider Listing (ETPL)<br>• Administers job training contracts funded by IDRC, Regional WIOA-funded Governor's Slingshot Initiative, San Bernardino County CalWORKs Vocational Education & Training Services (VETS) Program, and the CA EDD Logistics & Advanced Manufacturing Training Program<br>• Planning and coordinating with Crafton Hills College Fire Technology faculty and administrators in the CHC-EDCT partnership to (a) re-establish the Crafton Instructional Services Agreement (ISA) Initiative with 10+ regional fire departments for Credit-Based Contract Education, and (b) Planning and development of the Crafton Wildlands Fire Technology Program. |
| **(3) Office of Career Technical Education (CTE) Pathways** | • Administration of the regional, RAMP-UP grant partnership led by Victor Valley College, with key partners including San Bernardino County Unified School Districts and Community College Districts. RAMP-UP objectives include career pathway development from K12 to Community Colleges, with EDCT-specific roles being facilitation of grant activities between SBVC-CHC CTE Deans and USD CTE administrators and instructors<br>• Administration of K12-funded contracts for CTE- and STEM-related learning camps for K12 students |
| **(4) Office of Reemployment Programs** | • Administration of CA Department of Corrections & Rehabilitation (CDCR) CalTrans Work Crew Project<br>• Administration of Multi-Craft Core Curriculum (MC3) Project with the Riverside-San Bernardino Counties Building & Construction Trades Council (RSBC-BCTC) and the AFL-CIO National Building Trades Department<br>• Coordination with District college's Instruction & Student Services Offices in Noncredit Workforce Readiness Credential (WRC) Promotion, Partner Agency Outreach, Student Registration, and Offsite Instructional Support Services as agreed upon between EDCT and the colleges. |

| | |
|---|---|
| **(5) Office of Compliance & Administration** | • Program performance reporting, monitoring, and audits for CA Manufacturers Council, Trade Adjustment Act, CA Employment Development Department, Ed2Go, and other grant contract programs<br>• Schedule Management of Professional Development Center (PDC) and Applied Technology Training Center (ATTC) Classrooms<br>• Timesheet Management for professional experts and consultants<br>• Invoice processing for grant contract payments for training deliverables<br>• Certificate of Attendance printing for Contract Education program completers; signatures; recordkeeping; and delivery to contract companies, agencies, and incumbent workers. |
| **(6) Office of Adult Education Block Grant** | • District role(s) pending Inland Adult Education Block Grant Consortia and SBCCD strategic planning for FY2018-2019 |

**[C] Department of Media & Broadcast Systems: KVCR TV / Radio / FNX / Digital & Foundation**

Merger with EDCT accomplished in July 2017 to ensure (a) KVCR upgrades and expansion are aligned with SBVC (Radio, TV, Film, other associated disciplines) and CHC (Commercial Music, Visual Arts, Technical Theatre, other associated disciplines) to develop the districtwide Empire Film & Media Arts Academy; (b) accountability for General Fund support allocated to KVCR TV (PBS) and KVCR FM (NPR) operations; and (c) accountability for First Nations Experience (FNX) Channel grant funding awarded by The San Manuel Band of Mission Indians (SMBMI), which has previously awarded $12 million to FNX, and is projected to award $7.5 million for FY2018-2021.

# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**District Assembly Executive Committee**

9/25/2017

## STRONG WORKFORCE PROGRAM (SWP) AD HOC COMMITTEE

**Membership**

### DISTRICT

1. Jeremiah Gilbert, President, District Assembly
2. Richard Galope, Associate Vice Chancellor, EDCT/ERCD/KVCR

### CRAFTON HILLS COLLEGE

1. Mark McConnell, Senate President **(new)**
2. Faculty Appointee #1 **(new/same?)**
3. Faculty Appointee #2 **(new/same?)**
4. Faculty Appointee #3 **(new/same?)**
5. Faculty Appointee #4 **(new/same?)**
6. Kathy Bakhit, Vice President of Instruction **(new)**
7. Rebeccah Warren-Marlatt, Vice President of Instruction
8. Dan Word, CTE Dean **(new)**

### SAN BERNARDINO VALLEY COLLEGE

1. Celia Huston, Academic Senate President
2. Faculty Appointee #1 **(new/same?)**
3. Faculty Appointee #2 **(new/same?)**
4. Faculty Appointee #3 **(new/same?)**
5. Faculty Appointee #4 **(new/same?)**
6. James Smith, Interim Vice President of Instruction **(new)**
7. Scott Thayer, Interim Vice President of Student Services **(new)**
8. Albert Maniaol, CTE Dean

### FY2016-2017 District Assembly Recommendation

To transition the *District Assembly SWP Ad Hoc Committee* to the ***District Instructional Initiatives Committee*** to replace the former *District Economic Development Coordinating Committee* formerly chaired by EDCT.

### Instructional Initiatives Identified by the FY2016-2017 District Assembly

1. Strong Workforce Program: 60% Local Share and 40% Regional funding
2. Career Technical Education Act (CTEA) Perkins
3. AB104 Adult Education Block Grant
4. Student Success & Support Programs (3SP)
5. Guided Pathways
6. Career Pathways (Noncredit to Credit Transitions)
7. CalWORKs
8. Dual and Concurrent Enrollment
9. Open Education Resources
10. District Internship Program & Cooperative Work Experience
11. Contract Education/Instructional Service Agreements
12. College Promise
13.
14.
15.
16.

### FY2017-2018 Priorities

1. FY2017-18 SWP 60% Local Share Plan Certifications
2. FY2017-18 SWP 40% Competitive Grants Coordination
3. FY2018-19 SWP 60% Local Share Plan Certifications
4. FY2018-19 SWP 40% Competitive Grants Coordination
5. Transition SWP Ad Hoc Committee to District Instructional Initiatives Committee, and confirm/reaffirm membership appointments
6. Define Committee "Charge"
7. Define EDCT college support and technical assistance roles
8. Identify funding source(s) to support unfunded EDCT support expectations
9.
10.

# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**District Assembly Executive Committee**

9/25/2017

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14.
15.
16.

### FY2017-2018 Priorities

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7. Define EDCT college support and technical assistance roles
8. Identify funding source(s) to support unfunded EDCT support expectations
9.
10.

**SBVC Enrollment Management & Student Equity Committee Resolutions on Fee/Tuition Collection and Fee/Non-fee Payment**

WHEREFORE, BE IT RESOLVED THAT we, the undersigned, being members of the Enrollment Management & Student Equity Committee consent and agree to the following resolutions, which were made on Tuesday, October 11, 2016, and that the resolutions be forwarded to the District Enrollment Management Committee and to the SBVC Academic Senate for review and motion.

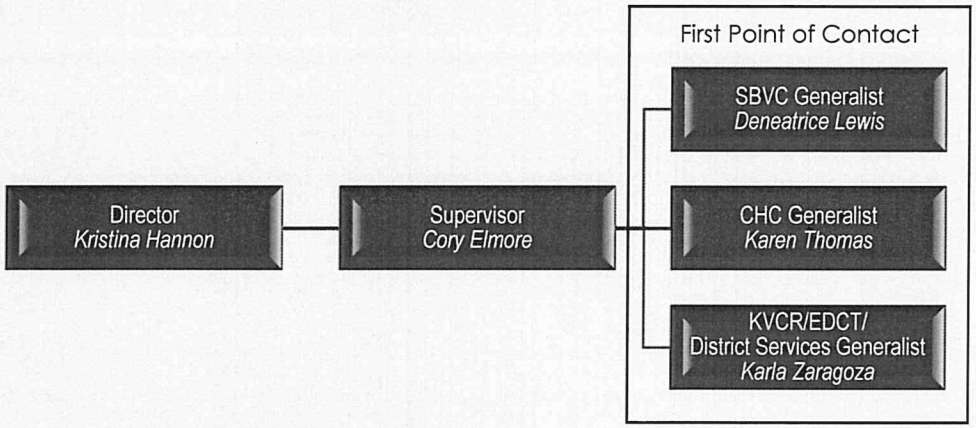
| | A | P | | A | P |
|---|---|---|---|---|---|
| Tammy Allen | | X | Alicia Hallex | | |
| Yvonne Beebe | | | Ron Hastings | | |
| Paul Bartulin | | X | Henry Hua | | X |
| Stephanie Briggs | | X | Kathy Kafela | | |
| Keynesia Buffong | | | Craig Luke | | X |
| Charles Burton | | | Joshua Milligan | | X |
| Raymond Carlos | | | Joseph Nguyen | | X |
| Yancie Carter | | | Ricky Shabazz | | |
| Johnny Conley | | | James Smith | | X |
| Maro Cota | | | Mary Valdemar-Senate | | X |
| April Dale-Carter | | X | Raquel Villa-CSEA | | |
| Tin Chung-ASG | | X | Kathryn Weiss | | X |
| Amber Gallagher | | | Chris Williams | | |
| Keenan Giles | | | Shari Blackwell | | X |
| | | | | | |

Whereas the SBVC Enrollment Management & Student Equity Committee is in full support of programmatic changes to the current financial software and/or the purchase of new financial software for the purpose of collecting fees and tuition owed to the college before financial aid disbursements are made to students.

Whereas the SBVC Enrollment Management & Student Equity Committee is in agreement to change our present drop for non-payment policy (24-hour drop) to a more equitable policy which allows for a 7 day layered collection strategy within 30 days before the start of a semester. [For example, for the Spring 2017 semester, payment deadlines would be as follows: If you register on or before December 19, you will be dropped from your classes if you do not pay by December 23 at 5 PM. If you register on or before January 3, you will be dropped from your classes if you do not pay by January 10 by 5 PM. If you register on or after January 4 through the end of the semester, enrollment and all other fees are due at the time of registration. Students who do not pay will have a hold placed on their record and will not be able to register for classes; drop classes on WebAdvisor; or receive grades, transcripts verifications, certificates for diplomas.]

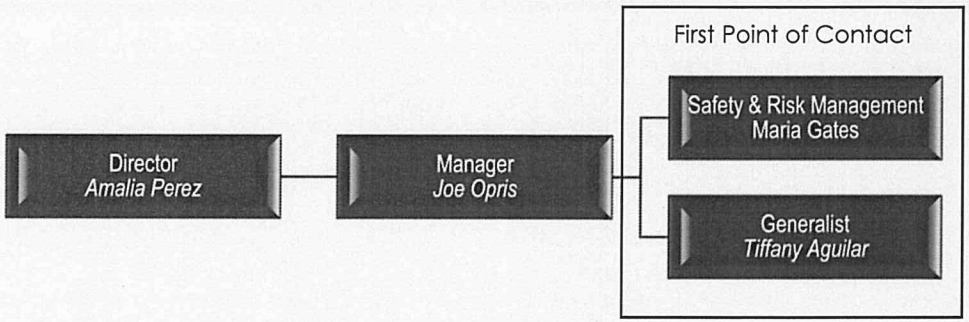
Whereas the SBVC Enrollment Management & Student Equity Committee has considered the impact of policy changes on student access, the committee supports retaining financial aid students on the roster who have a financial aid award letter on file, but will follow the regular protocol for financial aid students that have not met the priority financial aid application deadline.

# Operations




- New Employee Orientation & Onboarding
- Employment Records Management
- Employee Training & Development
- Workforce/Staffing Planning
- HR Software Administration
- Recruitment
- Administration of Minimum Qualifications & Equivalency
- Pre-Employment Testing – Health examinations (agility, physical, drug, alcohol, TB)
- Interview, Assessment & Selection
- Reference Checking
- E-Verify Administration
- Scheduling & Leave Administration
- Staffing Needs & Assessment
- Workforce Reorganization & Reduction
- EEO & Diversity Plan
- Benefits Administration & Management
  - Health & Welfare
  - Wellness Program
  - Life Insurance
  - Retirement (CalPERS/CalSTRS/Apple)
  - COBRA Administration
  - Employee Assistance Program
  - Affordable Care Act
- Classification & Compensation Management (surveys, studies, creation, abolishment, revision, reclassification)
- Separation Administration – Exit Interviews
- Employee Engagement – Rewards & Recognition Program

# Employee & Labor Relations




- Classification & Compensation Management (surveys and studies, creation, abolishment, revision, reclassification)
- Background Investigation – DOJ Clearance
- Legal Affairs & Liaison with Legal Counsel
- Conflict Resolution
- Employee Discipline
- Employee Evaluation & Performance Management
- Professional Development
- Title IX Administration
- Complaint Investigation & Resolution
- Grievance Resolution
- Labor Contract Negotiations & Administration
- Employment Law Compliance
- Employment Risk Management (authorized drivers, ADA)
- Worker's Compensation Administration & Claims Management
- Reasonable Accommodations & Disability Management (39 months, fitness for duty)
- Drugs & Alcohol Prevention Program
- Employee Engagement – Rewards & Recognition Program
- Compliance Training
  - Sexual Harassment
  - Title IX
  - Mandated Reporter
  - Illness & Injury Prevention Program
  - Safety

HR CONNECTION

# DISTRICT ASSEMBLY
## REPORT
### SEPTEMBER 27, 2017

*HR Connection is a monthly submittal to District Assembly to stay informed with all the happenings of the Human Resources Department.*

## NEW FACES IN HR

The Human Resources team has changed to meet the requirements of the reorg presented at the April 2017 Board of Trustee meeting. HR welcomes new HR Director, Kristina Hannon, and Cory Elmore, HR Supervisor as they oversees the daily operations, hiring and employee services team. Amalia Perez, HR Director, and Joe Opris, HR Manager, will oversee the Employee and Labor Relations area. We also welcome two new HR Generalists and HR Coordinators to the team.

## EEO COMMITTEE

The Equal Employment Opportunity Committee has reconvened to discuss the new EEO plan and the multiple methods. The goal of the committee is to review the previous plan and make recommendations for the future. The committee will also focus on training and professional development opportunities for all members of the district. The 2017-2020 plan in expected to be complete later this year.

## ADP IMPLEMENTATION

Human Resources has been working with the ADP team in an effort to begin using ADP as the District's Human Resources and Payroll system. Trainings for faculty, classified and management were conducted through over the summer and in the month of September. The next steps include loading employee data, loading benefit data and using pilot groups to teach the system's functionality.

## UPCOMING EVENTS

| | | |
|---|---|---|
| Career Fair- | Wednesday, October 25, 2017– 11:00– 1:00, | CHC Dinning Hall |

## STAY CONNECTED...

In an effort to keep all employees of the District informed of the major happenings of the District, the Human Resources Department invites the officers and members to submit highlights to be published in the e-HR Newsletter — ***tHRive***.

*~ HR Vision ~ Ensure a positive and diverse workforce environment through superior customer service for the District.*

San Bernardino Community College District

# DISTRICT ASSEMBLY
## Report
## OCTOBER 3, 2017

### HIRING

SBCCD Police Department is working on getting open positions filled. We just hired two CSO's and are recruiting a Sergeant, Officer, Emergency Manager and a Chief.

### Misc. Items

SBCCD Police Department is working on getting a new patrol car. Also, CSO's will take part in perishable skills training (Handcuffing). We are working towards completing a policy revision, with Lexipol.