

Human Resources – Area Council

June 19, 2018 - 11:00 a.m.

Attendees in **BOLD**:

J. Miyashiro	M. Rogers	P. Jones	V. Jeffries	L. Mednick
Maria Smith	M. Peralta	V. Watson	J. Ishikawa	Elana Azose
R. McCoy	R. Gonzalez	M. Lopez	L. Taniguchi	T.Hua
J. Campos	K. Allen		A. Chua	K. Nakayama

1. Funding Formula Update - Jane discussed the new three-year funding formula:

Year 1

70% Enrollment
20% Low-Income Students
10% Performance Outcomes

Year 3

60% Enrollment
20% Low-Income Students
20% Performance Outcomes

For HR, the focus will be on recruiting individuals who understand performance outcomes and are experienced working with and helping low-income students succeed.

For Staff & Student Diversity – the focus will need to be on assisting committees to conduct equity-minded recruitments and what that looks like. Jaynie asked if Academic Affairs would be involved in offering training to faculty and deans. Jane will talk with Jean.

2. Public Safety Training Center: The District is looking into opening a Public Safety Training Center in Inglewood that would focus on Police, Fire, and Emergency Medical Technician fields. Communication with the Inglewood community will need to be established.
3. Review of the ECC Master Plan in relation to HR Areas for FY19:

Potential areas of focus for Professional Development for FY19 - Management Training, assisting eligible Retirees make a smooth transition to a new life phase (preparing for retirement with seminars and workshops), Team Building (helping managers identify their strengths and those of their employees), Conflict Resolution & how to have difficult conversations (providing managers and supervisors with tools and language to navigate difficult conversations), Time Management, and Stress Management workshops.

Potential areas of focus for Staff & Student Diversity for FY19 – developing more equity-minded recruitment committees, addressing student accommodations in the classroom, data gathering and analysis in regards to ECC's employment equity and diversity.

Potential areas of focus for Human Resources for FY19 - finding single-campus districts that are similar in FTES and size for more District comparison studies, evaluating the hiring of temporary non-classified employees thru the Formstack process, gaining clearer insight on exiting employees through an anonymous online survey, and revamping the Applause Program to increase morale and tie to performance evaluations.

4. Jazmin and Valerie gave updates on the progress of Reviewsnap (online performance evaluation system), Silkroad (online onboarding of new hires), and BenefitsBridge (online benefits portal) that HR will be rolling out in August. These programs will automate HR tasks currently done on paper, and will be available to employees electronically.
5. Open enrollment will be from September 10 through October 5, 2018.

6. Lisa announced the following scheduled Orientation and Professional Development meetings:

August 21, 2018 - Full-Time Faculty New Hire Orientation, 9am-3pm, Distance Ed Room

August 22, 2018 - Part-Time Faculty New Hire Orientation, 4pm-6pm, Distance Ed Room

August 23, 2018 - Fall Professional Development Day