



IMPERIAL VALLEY COLLEGE
STAFFING COMMITTEE MINUTES
March 5, 2012

✓ Voting Members Present:

Recorder: Jessica Waddell

- ✓ Travis Gregory, Administrative Dean of HR
- ✓ Brian McNeece, Administrative Rep
- Norma Nunez, Faculty Rep
- ✓ Lorraine Mazeroll, Faculty Rep
- ✓ Silvia Murray, Classified Rep
- ✓ Norma Santana, Classified Rep
- ✓ Vikki Carr, Confidential Rep

- Jeff Cantwell, Management Rep
 - Student, ASG Rep
 - Student, ASG Rep
 - Bruce Seivertson, Alt Faculty Rep
 - Frances Arce-Gomez, Alt Classified Rep
 - ✓ Todd Finnell, Alt Administrative Rep
 - Grace Espinoza, Visitor
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I. Call to order:

The scheduled meeting of the Staffing Committee was called to order at 10:04 am on March 5, 2012, in the Boardroom Room by Travis Gregory.

II. Approval of Minutes:

M/S/C Brian McNeece/Vikki Carr to approve the Minutes of January 23, 2012.

III. Discussion Items:

1. Program Review staffing requests and draft plan –

- Annual Program Review (APR) and Comprehensive Program Review (APR) deadlines have passed. Committee was provided list of staffing requests from APR along with faculty ranking lists from Curriculum and Instruction (C&I) Committee.
- Committee proposed accepting the faculty ranking as is from C&I, then combine/merge it with non-faculty staffing requests after staffing committee ranks requests.
- Committee will be sent revised/updated spreadsheet of (non-faculty) staffing requests with instructions on prioritizing (same criteria as C&I used when ranking faculty requests).
- Committee will review rankings and finalize staffing plan at next meeting.

2. Categories of EEO descriptors for website –

- Employee information has been put on the website regarding employee statistics.
- Committee suggested having the total number of employees shown on first page of information.
- The data will be available/updated on an annual basis.

3. Other –

- Staffing Committee minutes/agendas will be put on website in the near future.

IV. Action Item

1. None – Postponed to next meeting

V. Future Meeting Dates

- ❖ March 28, 2012 – changed from March 26, 2012
- ❖ April 23, 2012
- ❖ May 28, 2012 – holiday

Meeting adjourned at 10:54 am