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**BOARD COMMITTEE ON HUMAN RESOURCES SERVICES**

July 1, 2003, 10:15 a.m.

**SUMMARY**

The meeting of the Board Committee on Human Resources was held on Tuesday, July 1, 2003. Board Chair James Tyree called the meeting to order at 10:15 a.m. Minutes of the June 10, 2003 Board Committee meeting were approved. During the meeting it was reported that:

Human Resources scheduled meetings with RIF staff at various colleges to inform them of post-employment options and entitlements. We will remain available for future consultation.

July begins the new fiscal year and HR will be updating PeopleSoft's Human Resource Management System (HRMS) – such as modifying salary tables to reflect FY 04 collective bargaining increases or Board agreements. Benefits data will also be updated to reflect eligibility records and program plan participation files.

The Staff Development Academy developed a new training program entitled "Discrimination, Diversity and You" which examines CCC, local, state, and federal equal opportunity laws. This course will be a permanent offering for employees.

Finally, the Office of Human Resources processed 986 documents during the month of June.

This concludes my report.