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TRUSTEES COMMUNITY COLLEGE DISTRICT NO. 508
SEPTEMBER 7, 2006

**SUMMARIZATION OF THE SEPTEMBER 6, 2006
HUMAN RESOURCES SERVICES COMMITTEE MINUTES**

Benefits Activity:

For July 2006, we experienced an increase of 3.1% in benefits costs over the same period last year. Premiums increased by about \$59K primarily due to increases in Humana HMO and BCBS claims. These increases were offset by decreases in Life Insurance and BCBS administrative costs.

Open enrollment was held for 120 newly eligible IEA-NEA members in accordance with the collective bargaining agreement.

Recruitment:

In preparation for the Spring semester faculty hiring activity, the Recruitment division with the cooperation of the OIT department has established a dedicated email account at each college so that candidates can apply directly to the college of their choice.

Staffing:

The number of faculty hires has now increased from 73 to 84 for the Fall semester.

Payroll:

The Payroll Unit processed over 1100 lectureship assignments in less than two weeks, which resulted in on-time payments of lecturers.

EEO:

The EEO Officer provided Sexual Harassment training to 172 faculty members at Wright College. In addition, the EEO Officer participated in a panel discussion during Staff Development Week at HWC to discuss sexual harassment policy and procedures.

The EEO office is responsible for overseeing criminal background checks. We are submitting for your approval Board Agreement 4A to extend our agreement with HireRight. Currently, we are reviewing thirteen proposals in response to the RFP. We anticipate recommending a vendor at the November board meeting.

Other Business:

City Colleges is pleased to announce receiving four Kathy Osterman Awards, two winners and two finalists. Malcolm X College has two winners, one for Outstanding Professional Employee, Dr. Ranfen Li and for Outstanding Clerical Employee, Ms. Lorita Jones. The two finalists were for Outstanding Educator, Mr. Joseph Kyle at Kennedy-King College and Outstanding General Service Employee, Ms. Janice Mason at Harold Washington College.

This concludes my report.