

**SUMMARIZATION OF THE DECEMBER 6, 2007
HUMAN RESOURCES SERVICES COMMITTEE MINUTES**

Benefits Activity

For October, total benefits costs were down by 2% compared to the same period last year. Factors that contributed to the decrease include: switching insurance from Standard Life to Fort Dearborn Life; switching from Unum to Fort Dearborn Life for Local 1708 employee coverage; decreases in PPO administrative fees and PPO claims. Dental claims and HMO premiums increased.

All preparation for open enrollment was completed by the Benefits division for approximately 5,000 active employees and retirees. Representatives from BCBS, CompBenefits dental, VSP for vision, Lambert Risk Management for home and auto insurance, and Rogers Park CDC for first-time homebuyers will be present at each college and the district office to answer questions.

The following resolutions are presented for approval: 4H-Recommendation of CompBenefits for dental coverage and termination of our relationship with CoreSource; 4J-Contract renewal for BCBS PPO, with no increase in administrative costs; and 4K-Contract renewal for BCBS HMO.

Payroll

The pilot program for employees to print their own advices at Wright and Olive Harvey Colleges and their satellite locations, and the District Office was so successful that the program will be extended to all colleges in December.

HR staff provided training to 30 managers, administrators, and support staff at Kennedy-King College to ensure uniform business process practices.

Staffing

With respect to the State-required Ethics Training, 87% of City Colleges' employees completed the training by the November 14 deadline as compared to 79.68% in 2006.

Recruitment

The following resolution is presented for approval: 4I-Senryo Technology, Inc. to automate the NEO program for on-line use by all new hires.

EEO

Between October and November, the EEO officer conducted Title VII training for 150 Adult Educators at Daley College. Title VII training for calendar year 2007 totals 800 employees.

Other Business

We conducted the first annual CCC Banking Services Expo at City Colleges. Eleven banks were represented at all colleges and the district office to present their products and services. A registration fee of \$25 was collected from each participating bank and the proceeds (\$275) were submitted to the CCC scholarship fund.

PeopleSoft Update: All general data has been migrated from 8.3 to 8.9. All customized functionalities are being reviewed prior to input to 9.0. HR continues to purge extraneous data.

This concludes my report.