

**29499**  
**APPROVED – BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**June 11, 2009**

**BOARD COMMITTEE ON HUMAN RESOURCES SERVICES**  
**Thursday, May 7, 2009, 11:00 a.m.**

**MINUTES**

**TRUSTEES**

James Tyree, Chairman  
Nancy Clawson  
James Dyson  
Ralph Moore  
Rev. Albert Tyson III  
Anthony Chungath

**CHANCELLOR**

Wayne Watson

**GENERAL COUNSEL**

James Reilly

**ASSISTANT BOARD**

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Michael Mutz  
John Dozier  
Sylvia Ramos-Ladick  
Clyde El-Amin  
Ghingo Brooks  
Valerie Roberson  
Lynn Muldrow Walker  
John Wozniak  
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**DISTRICT OFFICE**

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Phoebe Wood  
Derrick Harden  
Valerie Highsmith  
Simon Visser  
Cynthia Armster  
Sheila Johnson  
Harriet Neely  
James Gonsiorek  
Michael Thibideaux  
Maggie Garcia  
Delores Withers  
Audrey Butler  
Kimberly Nishimoto  
Sherrie Richardson  
Ukeyco Millsap  
Jennifer Seldon  
Eugene Nichols, Jr.  
Shawn Koesterling  
Jane Barnes  
Michael Long  
Eugenia Krzyzanski

Chairman James Tyree called the Board Committee meeting on Human Resources to order at 11:02 a.m. During the meeting it was reported that:

**Cost Controls**

I recently came across a human resources article which disclosed that the rise of medical benefits in Chicago has increased 10%. City Colleges' YTD increase ending March 2009 is 1.8%.

We have filed claims and we are expecting a \$225,000 reimbursement for Medicare Part D Prescription drugs. This reimbursement will bring our YTD reimbursement to \$329,000. We reconcile all cost files to ensure we are receiving the correct reimbursement.

Chicago Public School has invited us to participate in the City Agency Coalition RFP for HMO services. We have contributed to the creation of the RFP which we expect will be published some time this year.

### **Workforce Development**

We continue to work on our fall and summer faculty hiring campaigns. Aside from on-line advertising in the Chronicle of Higher Education, IL Nurse and Nursing Spectrum periodicals, we have planned an upcoming job fair for June 4 for adjuncts for the summer and fall semesters. In addition, we have also scheduled a job fair for Sept 10 to recruit for the Spring 2010 semester.

One of our department's objectives is to ensure our workforce becomes more literate in the use of self-service tools that are provided by PeopleSoft. To that end, we worked with the Office of Information Technology on implementing W-4 self-service where employees wishing to change their tax withholdings can do so through PeopleSoft self-service. The use of self-service contributes to our efficiency given that we no longer have to input these changes manually.

Twice a year, the City of Chicago sends us a list of employees who are indebted to the city. Our last report dated August 2008 from the City showed 321 employees owing over \$130,000; the latest report received this April shows 124 employees only owing \$55,000.

Each of the Board members was provided a copy of our newsletter What's Happening in HR.