

<p>III. A & R II Position</p>	<p>after a lengthy illness. EOPS is a state funded program that provides college support services for low-income and educationally disadvantaged students. CARE Program provides support services to assist single parents who are participating in CalWorks and/or TANF/AFCD and who have children thirteen years of age or younger. Participants in both programs must be enrolled in 12 units or more with exceptions for students with disabilities. The justification included the Department/Discipline, how the position helps meet our College’s mission and goals, and gave a five year historical quantitative data to support the hiring request. This position is state funded with 90% EOPS funds and 10% CARE funds.</p> <p>Discussion followed. The question was asked if this faculty position was tenure track as it was not listed on the hiring justification. It was noted that the request is for a tenure track faculty position and that the Hiring Justification would be amended to reflect this. Members also asked with the upcoming budget cuts by the State, what would happen if EOPS funds were cut – would this position have to be funded by the General Fund 1? Members were informed that Title V mandates that if EOPS funds are cut that the College must use EOPS funds to fill the Counseling position first. Any cuts would have to be made in other areas serving the program. A motion was made and seconded to move forward in filling this position. It was unanimously agreed by all voting members in attendance to go outside the normal faculty hiring process due to extenuating circumstances and approve moving forward in filling the EOPS Counselor/CARE Coordinator – faculty tenure track position.</p> <p>Classified Hiring Position Justification for Admissions and Records Assistant II was submitted. This position was vacated by Renee Moresco at the end of January 2008 as she moved on in taking the Program Services Coordinator position for Enrollment Services at Cañada. At the time the position was vacated, the department took a closer look at the A & R II position to see if its needs were the same. In reviewing the position the department decided to change the hours to begin at 10 a.m. and work until 7:30 p.m. By doing this the needed additional evening coverage would be provided. It was noted that the Admission & Records II is a high volume desk and provides a range of student services to assist students in attaining their education and career goals. Currently a portion of the job duties is being done by a short-term hourly who is rapidly approaching the maximum number of days allowed per year.</p> <p>A motion was made and seconded to move forward in filling the Admissions & Records II position. Unanimously agreed by all voting</p>	<p>Melissa Raby, Dean of Counseling & Enrollment Services. Ruth Miller, Assistant Registrar</p>
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	<p>members in attendance.</p> <p>President Mohr added that this is a CSEA position where once the position is open the District acts on it. He has tried to have the College follow the Shared Governance process and not advertise the position until the President signs the Personnel Action Form which is not done until the position has gone through the Shared Governance process. By following this process we are being open and straight forward. This however runs counter to how CSEA positions should be handled.</p> <p>It was also noted that a process needs to be developed to be used during breaks on where the Shared Governance process should go. Would like to recommend to College Council to amend the process being followed and identify ways to handle what appears to be an emergency.</p>	
4) ADJOURNMENT	The meeting was adjourned at 2:45 p.m.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs