



**District Planning and Advisory Council
Human Resources Planning Subcommittee**

Minutes of Meeting
June 05, 2024
Via Zoom

Members Present: Vicenta Arrizon (Co-Chair), Wendi DeMorst, Anisha DiGregorio, Kennisha Green, Sherri Lee-Lewis (Co-Chair), Carol Long, Kymberlyn McBride, Lisa Winter, Debra Willoughby

HR Resource Staff: Diana Pennington, Recording Staff Assistant

Absent: On ni Hunag, Cindi Parinyasrisawet

Minutes

I. Call to Order

The meeting is called to order at 3:03 p.m.

II. Public Comments

III. Chair Updates

IV. Approval of Minutes from 04/24/2024

Motion to Approve: Kennisha Green

Seconded: Carol Long

Vote: Aye: 8 No: 0 Abstain: 0

V. Old Business

a. SB 553: Workplace Violence – implementation July 01, 2024

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB553

<https://www.dir.ca.gov/dosh/Workplace-Violence/General-Industry.html#:~:text=OSHSB%20is%20required%20to%20adopt,enforceable%20on%20July%201%2C%202024>

- i. Deadline of July 01 will not be met. Our draft is based on a sample of another community college.
- ii. Sections on the responsibility of Chief of Police will be added and clarification on a violent situation will be provided.
- iii. Annual training will be provided to staff and the committee will need to determine implementation.
- iv. This report will be housed in HR and needs to be reviewed by the committee.

- VI. Topics for Next Meeting/Future Meeting
- a. Code of Ethics – Relations between Classified Staff & Students
 - i. Create new regulations to ensure safety of students, faculty, managers, administrators, and classified staff in matters of relationships with students
 - ii. AR 3050
<https://www.smc.edu/administration/governance/board-of-trustees/documents/board-policy-manual/administrative-regulations/ar-chapter-3-general-institution/AR-3050-Institutional-Code-of-Ethics.pdf>
 - iii. BP 3050
https://www.smc.edu/administration/accreditation/documents/2022/Standard3A/IIIA11_2_BP_3050.pdf

VII. Dates for Next Meeting
TBD

VIII. Adjournment
Motion to Adjourn: Debra Willoughby
Seconded: Kymberlyn McBride
Vote: Aye: 9 No: 0 Abstain: 0

Meeting adjourned at 3:25 p.m.