

Human Resources Area Plan 2018-19

Presented to Planning and Budget Committee

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Dr. Adriana Flores-Church, Assistant Superintendent/Vice President Human Resources

EMP Goal A: Strengthening the Culture of Completion

- Strategic Plan A1. Emphasize and strengthen an equity mindset in support of success outcomes for all students: **Cerritos College will continue to advance equity initiatives in order to close the achievement gaps for disproportionately impacted students. The college will increase semester to semester retention by minority male students by 2% each year.**
- Strategic Plan A8. Foster a culture of respect that reflects the campus commitment to diversity and inclusion and effectively addresses students' needs for holistic support, personal responsibility, situational awareness, and leadership development. **Cerritos College will evaluate, improve, and expand existing diversity and sexual assault programs to foster a culture of respect.**

HR Prioritized Resource Requests Goal A

- A. Align diversity, equity, and inclusion initiatives throughout the District
- B. Maximize resources from Student Equity, Title IX, and Human Resources to identify where constituents of the campus community perceive equity issues
- C. Diversify recruitment sources to reach underrepresented groups
- D. Extending awareness of Title IX training, policies and procedures
- E. Promote a conflict resolution pilot program with CSDH

A.&B.=\$65,000 C.=\$40,000 D.=\$29,645* E.=\$20,000

** \$29,645 from Campus Safety and Sexual Assault*

EMP Goal C: Promoting Leadership & Staff Development

- Strategic Plan C1. Adopt policies and procedures that will facilitate professional development. **Cerritos College will explore the adoption of a Professional Development Day to increase intra and inter departmental collaboration.**
- Strategic Plan C3. Expand awareness among faculty and staff of available professional development opportunities. **Cerritos College will establish the Presidential Leadership Speakers Series, which will be offered alternating years with Falcon Leadership Academy**
- Strategic Plan C5. Codify business practices in writing to retain institutional knowledge, maintain continuity during staffing transitions, emphasize using best practices among community colleges. **Cerritos College offices will ensure that business practices and processes are codified as much as possible to ensure each office is operational during times of transition and change.**

HR Prioritized Resource Requests Goal C

- A. Base (on-going) funding for the annual Professional Development Cerritos Conference
- B. Increase professional development activities for all employees
- C. Increase employee and student attainment of Diversity certificates
- D. Increase Culturally Responsive Teaching and Learning participation
- E. Training and resources for maintaining districtwide SOPs
- F. Onboarding resources to appropriately integrate new employees

A.=\$15,000 B.=\$25,000 C.&D.=\$65,000 E.&F.=\$25,000

EMP Goal D: Improving Internal & External Communication

- Strategic Plan D1. **Construct a consistent narrative around our identity.**

HR Prioritized Resource Requests Goal D

- A. Build on and expand trainings that integrate diversity and inclusion into the Cerritos college experience, encouraging a diversity of perspectives.
- B. Conduct a campus-wide survey to monitor progress toward creating an inclusive environment.

A.&B.=\$65,000

EMP Goal F: Enhancing Organizational Effectiveness

- Strategic Plan F1. Identify, streamline, and simplify all institutional policies, practices, procedures, and processes. **Cerritos College will identify and eliminate unnecessary bureaucracy in its policies/procedures/practices; and update as changes are made. Cerritos College will ensure that office stability is maintained through changes by having written policies/procedures/practices.**

HR Prioritized Resource Requests Goal F

- A. Streamline procedures by overseeing development of standard operating procedures
- B. Assessment and review of Human Resources operations to meet better business practices
- C. Full implementation of BEST project (training)
- D. Institute an online onboarding program for each constituent group

A.,B.,&D.=\$25,000 C.=\$25,000

HR Area Prioritization of Resources

Type Tier	Resource Name	Amount	Recurring	Type Fund
1-Critical	Annual Professional Development Conference	\$15,000	Ongoing	General Fund
1-Critical	Staff Development: All Employees	\$25,000	Ongoing	General Fund
1-Critical	Student Equity funds for Diversity Training	\$65,000	Ongoing	Student Equity
1-Critical	SOPs and Onboarding Resources and Strategies	\$25,000	Ongoing	General Fund
1-Critical	Student Equity funds for Advertising & Recruitment	\$40,000	Ongoing	Student Equity
1-Critical	Extending awareness of Title IX training, policies and procedures	\$29,645*	One time	Categorical
1-Critical	Conflict Resolution Pilot Program with CSDH	\$20,000	One time	General fund

** \$29,645 from Campus Safety and Sexual Assault Allocation*

Questions/Answers