

II. Approval of Minutes:

M/S/C Norma Nunez/Vikki Carr to approve the Minutes of December 5, 2011 corrections.

- x Vikki Caah0.0043(k. s5 s-1745 s-(a)8 (i)>>. s5 s-d25 s-T2 1 T.00430c)-5,V3tes-
- x SpreadsincTime:art
- x When information is completed, should reflect the timeframe and a date in which spreadsheet/chart was completed.
- x The Data Mart website at

- x Committee discussed receiving an org chart which reflects all staff under each department/division.
 - x Committee would like to receive information showing each area/department/division and their core functions (e.g. a workflow analysis).
3. Review last Staffing Planning Committee recommendations and plan for a recommendation from this committee
 - x Discussion on the role and that Jessica would be sending out some draft information after program reviews were done. The members should then come up with a ranking system and process for the position requests and Travis will begin working on the narrative portion of the plan for discussion.
 4. Other – Criteria for Determining Faculty Hiring List Form
 - x Committee reviewed the Criteria for determining faculty hiring list form that was emailed out.
 - x Discussion about what should and should not be considered when ranking /prioritizing.
 - x The campus should get those priorities asap since program review deadlines are approaching

IV. Action Item

1. M/S/C Norma Nunez/Vikki Carr to approve the Criteria for Determining Faculty Hiring List

V. Future Meeting Dates

™ February 27, 2012

™ March 26 2012

™ April 23, 2012

™ May 7, 2012 only date in May during contract.

Meeting adjourned at 10:52 am