



STANDARD III.A HUMAN RESOURCES

Presenters:
Angela Echeverri
Ronn Gluck

Institutional Integrity and Quality

- ⦿ Employing qualified Administrators, Faculty & Staff
 - Education
 - Academic - State Minimum Guideline
 - Personnel Commission Guideline
 - Experience – All job announcements include applicable duties and responsibilities
 - Academic hiring overseen by LACCD Human Resources Division
 - Classified hiring overseen by the LACCD Personnel Commission
 - All positions are established to:
 - Meet the needs of LAMC
 - Meet the needs of its student population
 - Meet the institutional mission and goals

Faculty Qualifications

- ◎ Employing qualified Faculty
 - LAMC's Academic Senate Faculty Hiring Procedures
 - Recruitment
 - Minimum qualifications established by the State of California
 - Development and review of curriculum, as well as the assessment of learning are included in job announcements.
 - Experience – All job announcements include applicable duties and responsibilities

Evaluations

- ◎ Evaluations of all personnel are systematic at stated intervals
 - Evaluation Alert System (EASY) alerts supervisor
 - Evaluation based upon collective bargaining units.

Evaluations

- ◎ Actionable Improvement Plan

- Despite EASY, some classified employee evaluations have been conducted in irregular cycles. Furthermore, the recent hiring of a large number of deans has created a backlog in administrative performance review. The College will work more closely with its Personnel Office to identify and close gaps in performance evaluations.

Sufficient Number of Faculty

- ◉ Guided by the District Office, LAMC moves consistently closer to meeting its Faculty Obligation Number
 - Currently 86 Full Time and 282 Adjunct Faculty
 - Plans to hire 12 full time in 2015-2016

Orientation and Professional Development

- New Faculty Orientation held every Fall
- Department chairs provide guidance to faculty in the development of syllabi and the assessment of SLO's.
- Eagle's Nest – Sponsored 16 professional growth opportunity in Spring 15.

Equity and Diversity

- LAMC adheres to the LACCD Non-Discrimination Policy
- LACCD sponsors an Employee Assistant Program
- LACCD Office of Diversity, Equity and Inclusion promotes diversity and equal employment opportunities.

Professional Ethics

- All faculty must adhere to the Faculty Code of Conduct of the Academic Senate.
- Anti-Bullying Pledge - 2012
- Classified Employee Handbook delineates requirements to proper workplace behavior.
- LACCD Discrimination Policy prohibits discrimination against any student, faculty or staff member.

Confidentiality

- District Human Resources Department maintains personnel paperwork. (Applications, evaluations, leaves, etc.)