

# **HUMAN RESOURCES COMMITTEE**

**January 26, 2012 ▪ 2:30 pm ▪ ASA-702**

## **MINUTES**

Present: Susie Clutz, Jill Dennison, DJ Madron, Donna Marriott, and Dawn Reed

Absent: Jennifer Felice and Robert Spong

- Donna Distributed utilization of Sick Leave packets. The committee likes Montgomery College's policy. All favored their Instructional Duty Days and the first two bullets (full day and half day), just tweak a bit to fit HCC and list examples.
- Donna emailed Dave Warner to get his feedback.

The meeting was adjourned at 3:30 pm.

Respectfully Submitted by Dawn Reed