

April 2008

Human and Quality Resources Report

ISO.

Suggestions for improvement from the audits will be documented and investigated. ISO external audit is scheduled for September 11 and 12. There have been some changes in the standard which will be reviewed during this audit and reflected in the results of the audit.

Staff Development.

John Hansen is completing his observations. At that point each faculty member will assess themselves and John will do an assessment as well. When the final assessment is complete the results will be used to continue to develop a faculty staff development program.

Recruiting.

Seasonal help has begun with one of our students who is also a substitute custodian. In addition, recruiting/interviewing continues for the secretarial position in order to provide additional support in the RCTC office. There has been a large increase in traffic due to fingerprinting especially due to the new DPW regulations for adoption and foster care.

Payroll.

No issues or changes with payroll at this time.

PIMS.

The second round of PIMS staff reports are complete and submitted. There was a request for an explanation of a 10% variance. With a small staff one change in salary can account for such a variance. An explanation was given to PDE and it has been accepted.