

September 2007

Human and Quality Resources Report

ISO. Steve Pettyjohn will be here to conduct our ISO audit on October 10 and 11. He will be reviewing information including any changes made to the quality system. In addition, he will follow up on curriculum improvement efforts in the labs that were reviewed in last years audit.

Staff Development. Administrative staff is working on plans to present classified staff with opportunities to for staff development including communication and technical skills. Faculty, as a requirement of Act 48, must attend and continue their education. It is the hope to expand this opportunity with other staff members.

Recruiting. Andy Hough, Technology Technician, approved at last months meeting has begun working and seems to be getting up to speed quite quickly. Positive feedback has already been received from the staff. As he continues to contribute it will help the technology department continue to move forward.

Interviewing has begun to fill the vacant position caused by the resignation of Donna Ralston-Smolko. The hope is to present a candidate board meeting in September for approval. The hope is to minimize the disruption in the RCTC office. In the meantime, Pat Kalinowski and Susan Tatalone have graciously offered to fill in as needed until the position is filled.

Payroll. Updates have been made to new salaries for instructors for the year 2007-2008.