

April 2013

Human and Quality Resources Report

ISO.

Internal audits were submitted and completed on time. Information will be reviewed and compiled for administrative review.

Staffing.

Seasonal Help- Custodial

Interviews are being conducted for seasonal help for the maintenance department. These employees are employed from May 1st to September 30th.

Season Help- Technology

Interviews were conducted for seasonal help for technology and offers were extended to 2 candidates and they are considering the positions. These employees also work from May 1st to September 30th.

Student Aide-Transition Center

Gina Scarpino began on April 15, 2013. Her introduction has been completed and training is being conducted. She will provide assistance to students who will be going out in to the work force.

Instructors

Many applications have been received for the Culinary Arts instructor. Review of the applications has begun and first interviews will be scheduled. Fewer applications have been received for the Electrical Engineering instructor and more will be collected and review of those applications will begin as well.

VA Program

The vocational specialist who attended last month's board meeting and her supervisor from the VA visited for a tour and review of our programs. At this point, they are sending us candidates for our seasonal help positions. Their applications will be reviewed and the candidates will be interviewed.

Adult Education.

Term IV is winding down with term V to begin May 13th. Registration has been slow for RCTC this term.