
Human and Quality Resources Report February 2016

ISO.

Transition training is set to be held at ECTS on site on February 26th, 2016. There will be at least 9 in attendance. Internal audits have been delayed so the training can be conducted first. Upon completion of the training audits will be conducted to the new standard to prepare for the audit in October.

STAFFING.

Tourism and Hospitality

The new Tourism and Hospitality Instructor started February 8th. He was able to have a week transition with the sub that was in the lab. His orientation will take place a little differently since he started in the middle of the year.

Student Aide

There is still a full-time aide out on sick leave and at this point there still is no intended return date.

Administration

With the intended retirement of Jan Kennerknecht her position will be posted and interviews will be conducted.

Other Positions

There may be additional positions to fill based on retirements. At this time they are not finalized and as more information is obtained decisions on how to move forward will be made.

PAYROLL.

Routine changes have been made in payroll.

CLASSIFIED CONTRACT.

The Classified Unit has completed their review of the contract. Natalie Fatica met with representatives to review their questions and a final contract is ready to be signed. After signatures are obtained it will be distributed to the membership.