

PERALTA COMMUNITY COLLEGE DISTRICT Board of Trustees Agenda Report

For the Trustee Meeting Date of: February 26, 2008

ITEM TITLE: Request Board Authorization to Increase Independent Contractor's Agreement for Investigative Services for Mr. Mark Paschal

BOARD ACTION REQUESTED: District Finance Department requests Board approval to increase its current independent contractor's agreement for Mr. Mark Paschal who provides confidential fact finding for investigations managed by the District's Employee Relations Director. We are requesting an additional \$25,000 to cover upcoming matters that may require final investigative reports and findings.

ITEM SUMMARY: The Employee Relations Department responds to a number of personnel matters including discrimination complaints, grievances, administrative and general issues, many which require the expertise of a professional investigator with experience and knowledge of Title V Regulations, Titles VII, and IX anti-discrimination legislation. Because of the volume and time sensitivity of cases (45-day limitation on discrimination cases and 90 days response for other matters requiring investigation), the Employee Relations Department has utilized the services of this investigator to assure District compliance in responding to numerous complex issues brought to the Employee Relations Department.

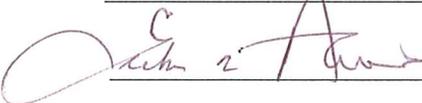
FISCAL IMPACT: The current agreement will soon reach the Chancellor approved limit of \$25,000; with this request, the agreement would increase to an amount not to exceed \$50,000 through fiscal year ending June 30, 2008.

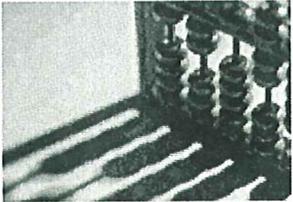
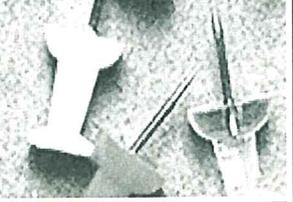
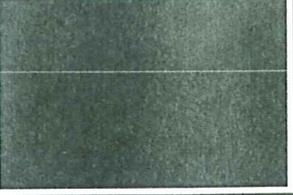
CONTRIBUTION TO PERALTA MISSION AND/OR BOARD GOALS: Providing investigative services assists the District by maintaining equal employment opportunity compliance and the Board mission and goals to "Remain committed to affirmative action and maintain employment practices that assure a superior and diverse workforce and faculty."

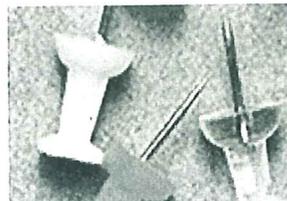
GENERAL COUNSEL REVIEW: No legal review is required.

Prepared by: Karen Ulrich, Director of Employee Relations 

Chief Financial Office: Thomas L. Smith, Vice Chancellor 

Chancellor: Elihu Harris, Chancellor 

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	training diverse teams		compliance	
clients		contact		
<p style="text-align: center;"><i>Paschal</i>  <i>& Associates</i></p>				



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Meeting (and keeping current with) government regulations can be a time-consuming task. Paschal and Associates has the experience and knowledge to help your department comply with state and federal requirements.

Services include:

- Developing an Affirmative Action plan.
- Representation/Assistance with Office of Federal Contract Compliance Reviews and Audits.
- Planning and conducting orientation to Affirmative Action for management and employees.
- Performing adverse impact analysis.
- Americans with Disabilities Act Compliance.

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What Clients are saying:

- "Interactive."
- "Very informative, motivating, humorous."
- "Excellent opportunity to discuss issues."
- "Very useful and thought-provoking."
- "Great facilitators."

Clients:

- Charles Schwab
- ACLU (American Civil Liberties Union)
- St. Cloud State University
- The Peralta Colleges
- City College of San Francisco
- Port of San Francisco
- North Bay Regional Center

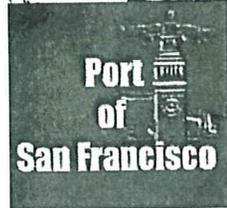
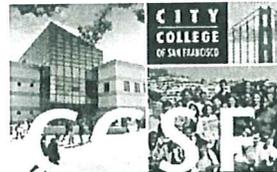
Charles Schwab



American Civil Liberties Union

ST. CLOUD STATE
UNIVERSITY

The Peralta Colleges



North Bay Regional Center

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Paschal & Associates provides organizations of any size consultation and training for most human resources-related issues.

Specific areas of expertise include:

- Assistance in resolving internally/externally filed discrimination complaints.
- Investigation of all types of discrimination complaints to include sexual harassment complaints.
- Assistance in hiring decisions and promotions.
- Assistance in resolving, culturally-based conflict within an organization.
- Assistance with salary analysis to ensure that protected groups are not adversely impacted.
- Creating/Enhancing New Employee Orientation Programs.
- Developing employee recruitment and retention strategies.

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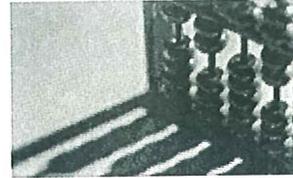


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Helping organizations in their endeavor to demonstrate, foster, and ensure an atmosphere of acceptance and integration of diverse employees.

Helping organizations maximize the potential and business advantages that exist in a diverse work force. This is achieved by reducing workplace conflict that may arise from differences in race, culture, religion, mental and physical disabilities, heritage, age, gender, sexual orientation and other characteristics.

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Workshops are tailored to meet the individual needs of the organization. Training schedules can range from one 2-hour program to a 3-day program spread over several weeks.

The length of each program depends on a variety of factors. We will analyze the goals and expected outcomes and give you options.

Workshops can be designed to meet a variety of concerns such as:

- Diversity of Work Style
- Conflict Resolution
- Team Building
- Cross-cultural Communication
- Non-discrimination/Equal Opportunity
- Affirmative Action
- Harassment Prevention/Sexual Harassment Prevention
- Business Affirmative Action
- Cross-cultural Academic Issues

Ideally, our workshops are designed to be highly participatory and experiential in small group setting. However, large audience-based programs are also available.

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