



Minutes—April 2, 2025
1 p.m.-2 p.m.
Via Zoom

Members Present: Laura Davis, Yaira Hicks, Nadia Kahn, Al Nyman, dara Perales, Edward Pohlert, Hayley Schwartzkopf

Members Absent: Laura Davis, Yaira Hicks, Nadia Khan, Nick Mortaloni, Wendy Stewart

Resources: Jenn Acfalle, Nashona Andrade, Júlia de Araújo e Carneiro, Lucija Primorac, Chris Tarman

1. Minutes
 - a. Review March 5, 2025—Meeting Minutes
The committee reviewed the minutes. No changes.
2. General Updates
 - a. Recruitment Updates
 - i. Test Gorilla Demonstration

Representatives from Test Gorilla provided a demonstration of their library of skills-based assessments, which offer more variety than the college's former vendor eSkill. The district will not use tests that have personality testing or culture/fit assessments. The Human Resources team will review the test library and provide recommendations to the EEOAC for use in hiring in the future. The testing library has over 400 tests and provides the flexibility to mix and match tests to assess candidate skills for the position we are hiring (i.e., Excel skills, customer service, etc.). Yearly reports will be available and each hiring committee and candidate can view sample tests on a forward-facing website. Only candidates selected to interview will receive a link for testing and will not be used in faculty recruitments. The district began using Test Gorilla in July 2024.

3. EEO Grant

An update was provided on our EEO Grants. We are reviewing district expenditures to identify what can be used towards the EEO Innovative Best Practices grant for leadership, professional development, onboarding, and new hire orientation. Services must be delivered by June 30 of this year.
4. Subcommittee Group Updates
 - a. Pre-Hire Strategy
 - i. Hiring Tool and Video Series
KOCT will be taking our current hiring committee training video and update it to align with the district's hiring practices. The current hiring committee video

is several years old and needs to be refreshed. The project just started and should be ready within the next few weeks. Before the project is finalized, KOCT will provide a 10-minute sample to make sure we are going in the correct direction.

ii. Recruitment Video

HR is collaborating with PIO to create a 2 ½ -3 minute video with MaxLux, a vendor previously used by MCCD. The video will highlight our campus diversity and the communities we serve. Location scouting will begin soon. This project is important for our district as it will showcase our employees, services, and why people should work at MCCD. Additionally, a 30-second “sizzle” video will be produced for social media platforms.

iii. MIST

N/A

b. Hire Strategy

i. Committee Member Feedback – Hiring Process

Feedback on the hiring process to add documents and tools is being integrated into the training video, which it is believed will be more relevant to the faculty hiring training committee.

c. Post-Hire Strategy

i. Exit Interviews

Our exit interview process has two parts: an automatic survey for offboarding employees about their working conditions and reasons for leaving, and an interview with an HR analyst to identify patterns and trends. Common reasons for leaving include retirement, professional development, and promotional opportunities. We are reviewing questions to ensure relevance.

We partnered with Edward to revamp the interview process, focusing on emotional support for long-term employees and making the conversation more informal. The new employee relations specialist will help with this initiative.

5. Upcoming Meetings

Next meeting will be May 7, 2025, at 1 p.m. via Zoom.