



Minutes – November 8, 2022
4 p.m.-5 p.m.

Members Present: Lesley Doig, Emely Gutierrez, Kristina Londy, Nick Mortaloni, Charlie Ng, Al Nyman, Edward Pohlert

Members Absent: Maria Bucio, Melissa Johnson

Resources: Shawna Sourivanh

1. Review October 26, 2022 Meeting Minutes
The committee reviewed the October 26, 2022 meeting minutes.
2. Continue discussion of 2022/2023 EEOAC Goals

The committee agreed that *Awareness to Action* will be the theme for EEOAC in 2022/2023.

Discussion continued around the 2022/2023 EEOAC Goals. Nothing further was added under pre-hire. Human Resources will work on the strategies for hiring as part of recruitment. The committee discussed the promotion of EEOAC through job fairs, a calendar of events for PeopleAdmin, and the job website once the action plan is finalized. As part of the hiring committee chair checklist, the committee discussed language added for student worker availability to participate on hiring committees. Adding the Commitment statement to job announcements is being worked on and are forthcoming. Discussion was held on creating an EEOAC fact sheet that committee members can share with others about the purpose and goals of the committee.

Focus on post-hire and implementing the EEO plan would include online training, mentorship program, present at collegial meetings promoting an understanding and support of EEO and nondiscrimination policies and procedures, review job descriptions with a diverse group to ensure the position represents the diversity of the district's workforce. It will be important to coordinate with other groups to sponsor events, training, and other activities that promote EEO, nondiscrimination, retention, and diversity.

The committee make up will be expanded by adding one member to make the total number of members 11. The eleventh member will be the CIDEAO (Chief Inclusion Diversity, Equity, and Accessibility Officer) or designated representative.

At the next meeting, the committee will discuss highlighting specific policies and procedures that the committee can focus on and have a broader discussion on (Human Resources will identify key EEO/nondiscrimination and inclusion policies and procedures to be reviewed); looking at current professional development that is currently in place for hiring committee training; racial and social justice training

from the stand point on how we hire employees (Human Resources to develop content for training); EEOAC to promote once training is implemented.

January tentative timeline:

- Promote new training components
- Identify target audiences
- Present at All College Day
- Promote to six committees (Academic Administrators, Academic Affairs, Academic Senate, Associated Student Government, Classified Senate, College Council) and branch out from there to other committees and employee resource groups (Black Alliance, MiGente)
- Promote on web pages for all employee groups

The committee discussed how training can be enhanced (e.g., adding racial and social justice content) so that feedback can be received to adjust the hiring training committee for January.

3. Next Meeting – Wednesday, November 30, 2022 – 4 p.m.