

**Title IX, Diversity, and Inclusion
General EEO Committee Meeting – Via Zoom
Monday, November 14, 2022
11:00 am – 12:00 pm**

EEC Committee Members:

<input type="checkbox"/> Ahmadpour, Ali	<input checked="" type="checkbox"/> Justice, Lillian
<input type="checkbox"/> Alamillo, Lucy	<input checked="" type="checkbox"/> Kunisaki, Sheryl
<input type="checkbox"/> Andrade, Argelia	<input type="checkbox"/> Kushigemachi, Scott
<input type="checkbox"/> Anzaldo, Carlos	<input type="checkbox"/> Kyte, Debbie
<input type="checkbox"/> Aramburo, Julieta	<input type="checkbox"/> Lemons, Marlow
<input type="checkbox"/> Bailey, Nina	<input type="checkbox"/> Levine, Georgi
<input type="checkbox"/> Baquir, Mari	<input type="checkbox"/> Marsh, Brandi
<input type="checkbox"/> Baumunk, Jeff	<input checked="" type="checkbox"/> McClelland, Darcie
<input type="checkbox"/> Blada, Michael	<input checked="" type="checkbox"/> McCoy, Roxanne
<input type="checkbox"/> Bond, Breeanna	<input checked="" type="checkbox"/> Miyashiro, Jane
<input type="checkbox"/> Cervantes, Cynthia	<input type="checkbox"/> Patel, Dipte
<input type="checkbox"/> Chaney, Van	<input checked="" type="checkbox"/> Pineda, Carolyn
<input type="checkbox"/> Christophersen, Rick	<input type="checkbox"/> Plum, Lavonne
<input type="checkbox"/> Clemons, Lyn	<input type="checkbox"/> Reyes, Idania
<input type="checkbox"/> Dela Cruz, Chris	<input type="checkbox"/> Robertson, Gary
<input type="checkbox"/> Fujiwara, Melissa	<input type="checkbox"/> Rouse, Beverly
<input type="checkbox"/> Gonzalez, Ricky	<input type="checkbox"/> Russell, Elizabeth
<input type="checkbox"/> Greco, Gary	<input type="checkbox"/> Russell, Solomon
<input type="checkbox"/> Gutierrez, Edith	<input type="checkbox"/> Sabio, Sabra
<input type="checkbox"/> Gutierrez, Jorge	<input type="checkbox"/> Sims, Jackie
<input checked="" type="checkbox"/> Hernandez, Arturo	<input type="checkbox"/> Solarzano, Erika
<input checked="" type="checkbox"/> Hernandez, Maribel	<input type="checkbox"/> Smith, Maria
<input type="checkbox"/> Herrera Thomas, Hong	<input type="checkbox"/> Toya, Greg
<input type="checkbox"/> Herrera, Xocoyotzin	<input checked="" type="checkbox"/> Unda, Viviana
<input type="checkbox"/> Herrschaft, Amy	<input checked="" type="checkbox"/> Webb, Amanda
<input type="checkbox"/> Huynh, Tiffany	<input checked="" type="checkbox"/> Wells, Rex
<input type="checkbox"/> Iino, Kelsey	<input type="checkbox"/> Williams, Robert
<input checked="" type="checkbox"/> Ishikawa, Jaynie	<input type="checkbox"/> Youn, Yumi
<input type="checkbox"/> Josephides, Analu	<input type="checkbox"/> Young, Lashanta

AGENDA

11:00 – 11:15am	Welcome and Overview
11:15 – 11:30am	EEO Subcommittee Updates: <ul style="list-style-type: none"> ○ Recruiting (Chair, Maria Smith) ○ Job Announcements (Chair, Maria Smith) ○ Measures of Underrepresentation (Chair, Jaynie Ishikawa) ○ EEO Rep/Committee Training (Chair, Jaynie Ishikawa) ○ Climate Survey (Chair, Carolyn Pineda)

	<ul style="list-style-type: none"> ○ Guest Speakers/Trainings (Co-Chairs Ali Ahmadpour and Sheryl Kunisaki)
11:30 – 11:45am	2022 EEO Plan <ul style="list-style-type: none"> ● 2022-2025 EEO Plan Status ● New Submission Timeline
11:45 – 12:00pm	Fall 2022 Updates <ul style="list-style-type: none"> ● Fall 2022 Subcommittee Meetings – Need to have held at least 1 this semester ● Assignments, plans for Winter/Spring 2023, etc.

Meeting Notes:

JCI greeted everyone and thanked everyone for serving on all of the subcommittees.

JCI gave an update on the status of the EEO Plan. JCI, CP and AW checked in with Dr. Buul from the Chancellor’s Office recently and got a status update from them. Last time, the plan was originally due in June 2022, and ECC was granted a 9-month extension which would have put us into March, and in that time period, the Chancellor’s Office was to provide guidance and data modules that they would be releasing. There has not been any new guidance since, but hopefully right around the corner they are going put out training for the modules to do the underrepresentation calculations. CP said it’s her understanding that they will give us the data.

Previously, the EEO Plan went through the consultation process, then board approval and then we would submit it to the Chancellor’s Office. Now the Chancellor’s Office is saying that we would submit the Plan to them first, they would give feedback or approve it as-is, we would get the Plan back and then it would go through the consultation process and be Board-approved. There is a general revision of the timeline, and the Chancellor’s Office will be requesting the Plan for review in April of 2023, which gives us a lot more breathing room.

JM asked if we know how much time it would take for the Chancellor’s Office to review. JCI said no, that part is unclear, and there is no new deadline. CP said that while they’re waiting to get the final training modules, CP is going to start updating the applicant data for 2021-2022 and the workforce demographics data. CP said this helps, because the hiring data was more normal than during the pandemic. JCI reiterated that previously the data was significantly limited due to the limited hiring during the pandemic, and so being able to include this additional year is a huge plus. AW noted that a lot of folks will be submitting their plans in April and it will likely take them longer to review them all.

SK gave a subcommittee update. She has drafted a short memo to the campus community and a rubric for evaluating proposals letting them know that there are equity funds available for potential events. JCI said that going through PD would probably be the best plan. SK said they are utilizing funds for the work with Jeremiah and Rachel Sims (IMPACT training), and the Equity-Minded Teaching Institute. DM thanked the group for institutionalizing this important training. SK shared the rubric with the group.

JM asked where the form was processing through, and SK said it was through Formstack. JM suggested adding in the four criteria to the form, so that it was very clear. SK said she would work with CM to make that happen.

CP said that the Climate Survey was in 2021 and did the reporting and infographics, so most of that is complete. Since we have an additional employee engagement survey, they will need to work out the timeline and the questions with HR, so as to not duplicate efforts.

JCI gave an update for the Measures of Underrepresentation Subcommittee – tied into the bigger update as to waiting for the crucial guidance from the Chancellor's Office and using data that they supply to us and how they want us to evaluate the data. Other thing discussed was stated goals – what would be appropriate goals. The priority is that it is measurable. The subcommittee narrowed it down to measuring the effects of diversification of search committees and the updated trainings. DM asked for more accountability when it comes to the diversification of committees, maybe publishing the requirements so that everyone knows and has to follow them. JM said that they just had a management meeting on this – the search chairs are responsible for forming their own committee and they must include certain stakeholder groups, they went over an FAQ list and a process of what to look for, and who to contact. DM said she has had faculty come to her and say 'it was six white men and me,' and others have said 'we were delayed a month because the committee couldn't get approved.' JM said we are reviewing every committee, and DM said she would let them know that we're working on it. RW asked about PT committees, and JM said no, the search committees work differently for them. JM said that it would also be operationally very difficult for the Deans.

JCI gave an update regarding EER/Committee training subcommittee. Latest update is that the EER program is now a paid stipend program, with a longer training and a test component, we're hoping that this gives better results for everyone and results in better prepared actively involved EERs. The problem is always getting enough EERs to fill all of the roles for the recruitments happening. Also, MS and JCI trained the managers at the management meeting to help the search chairs be better prepared and understanding the process. AW mentioned that Board members will need to be trained on basically the same training as all search committee members.

DM asked about the hiring chairs and if they are required to submit any kind of report as to how they are recruiting (advertising, etc.) and see how their diverse pools are. JM said HR actually does the recruiting and has the same slate that they recruit on – they have recently extended it even more with the additional EEO funds. JM noted that ECC's applicant pools have been very diverse – the screening out is happening at the committee level. JCI mentioned that MS's committees have met and have had discussions along these lines as well, relating to recruitment efforts. JM said that briefly, they were reviewing the Chancellor Best Practices guidelines on EEO and diversity for recruitments, and one of the ideas that several other community colleges have implemented is creating a mentorship program with other universities that might have individuals that might be interested in teaching at the community college level. Similar conversations are happening in multiple areas, so we're cross-feeding them to make better progress. LBCC and Pasadena both had programs and describe it on their website. We could try it as a pilot program on a smaller scale. RW asked for a link to some of the programs. DM mentioned Project Match and said she had discussed it with the President, who did indicate a willingness to fund it, so a subgroup in the FDC may be moving forward, just having conversations at this point. Realistic timeline would be 2024-25.

JCI said that next time the committee meets as a group, we will hopefully have some substantive updates for you. Next semester we'll be working on continuing the draft of the EEO Plan and will highlight the changes.

JCI thanked all the members of all of the subcommittees for their ongoing hard work and efforts. She reminded everyone that if there are any subcommittees they wish to join, to reach out. The meeting was adjourned.