



EEO ADVISORY COMMITTEE
Minutes
February 2, 2006

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, February 2, 2006, in room LL-111. The meeting was called to order by John Tortarolo at 3:00 p.m.

Roll Call

Members Present: Alonzo Coleman, Lisa Faas, Francisca Gonzalez, Shawna Hearn, Nancy Horio, Diane McAllister, John Tortarolo, Fari Towfiq

Members Absent: Melissa Bohl, Carmen Eckman, Lois Galloway, Lawrence Hahn, Martin Japtok, Anne Stadler

I. Minutes

The minutes from the December 1, 2005 meeting were reviewed and approved. It was also announced that Mark Walker had resigned from the Committee.

II. Old Business

A. Unity in Diversity 2006 Event

1. Event Logistics

The event will take place on May 1, 2006 in Room P-32 (Martha Evans has agreed to let us use her classroom that evening). The theme for this year's event will be *Keeping the Dream Alive*. The preferred schedule is as follows:

4:30pm – 5:00pm	Bolivian Dancers
5:00pm – 5:30pm	Keynote Speaker
5:30pm – 6:00pm	Youth Workshop
6:00pm – 7:00pm	Food & Mariachi
7:00pm – 8:00pm	Speaker Panel

2. Keynote Speakers/Panelists

Sylvester Scott has been confirmed as the keynote speaker for this event. Sylvia Mendoza, James Luna and Calvin One Deer Gavin will be invited to participate as panelists. Fari Towfiq has agreed to be the moderator.

3. Advertising

Diane McAllister said that her assistant is preparing a mockup of the event flyer to be presented at the next Committee meeting. The flyer will be finalized and printed in time to distribute at the Palomar College 60th Anniversary Celebration on April 8, 2006.

4. Catering & Decorations

Francisca Gonzalez volunteered to handle decorations for the event. Kris Haas in the HR Office will contact Aramark to coordinate catering arrangements. The food can be set out no more than one hour before consumption, so based on the proposed schedule, the set-up will need to take place during the keynote speaker address.

5. Entertainment

The Bolivian dancers from last year's event have agreed to perform again this year. The mariachi group, youth workshop group, and student performers still need to be contacted and confirmed.

6. Audio Visual Equipment

The Committee determined that four stationary microphones, one wireless microphone, and a CD player would be required for the event.

III. New Business

A. Sponsorship Requests

Lisa Galbreath, the Event Chair, submitted a request for a \$1,000 grant to help sponsor two upcoming events in honor of Black History Month. The celebrations will be held on February 8 and February 28, 2006. The Committee approved her request. A \$750 sponsorship request by Marlene DeLeon to attend the Latina Leadership Network Conference at Rio Hondo College on March 10-11, 2006 was also approved.

B. EEO Plan

The EEO model is closer to approval, and we expect to hear from the Chancellor's Office sometime during March or April. Once the model is available, the Committee will begin developing a new EEO plan for Palomar College.

IV. Adjournment

The meeting was adjourned at 4:00 p.m.