



EEO ADVISORY COMMITTEE Minutes

December 4, 2008

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, December 4, 2008 in room LL-112. The meeting was called to order at 3:05 p.m.

Roll Call

Members Present: Debbie Allen, Miriam Allen-Hart, Lois Galloway, Francisca Gonzalez, Shawna Hearn, Martin Japtok, Diane McAllister, Pam McDonough, Blaine Morrow, Armando Telles, John Tortarolo, Fari Towfiq, Carlos Von Son

Members Absent: Anne Stadler

Recorder: Shawna Hearn

I. Approval of Minutes from November 6, 2008

It was moved and seconded that the minutes from the November 6, 2008 meeting be approved as amended.

II. Other

John Tortarolo debriefed the committee on a recent act of discrimination committed against a Palomar faculty member and the District's response. The District will not tolerate such actions and has reported the incident to law enforcement authorities. John emphasized the committee's role in educating the campus community about the need for respect and acceptance of all individuals, whatever their backgrounds and beliefs, in all facets of the District's operations. John will address the issue further at the December 9, 2008 Governing Board meeting, and requested that all committee members engage their respective constituent groups in a dialogue about understanding and accepting diversity. Armando Telles indicated that Monika Brannick spoke about the incident at the last ASG meeting. The ASG is working towards promoting acceptance of diversity to students and offered ASG's support.

III. 2008-2009 Projects

- *Community Member Selection:*

The committee discussed the process for selecting and appointing the committee's required community members, including potential nominees. Carlos Von Son has identified a potential nominee and Anthony Guerra and Nancy Horio were also suggested as participants. The committee is considering requesting statements of interest from nominees and using the statements to determine who should be selected.

- *Diversity Event:*

- Fari Towfiq distributed a draft of the event's program to the committee. Bill Jahnel and Claudia Duran have both been confirmed as panelists and the committee continues to invite others to participate.
- Fari requested that as panelists are confirmed, committee members ask them to submit biographies to ensure that the information is posted on the website.
- Lisa Hornsby is making arrangements for the food that will be served. Financial Aid has provided funds for the event in the past, and will do so again this year; the funding is easier to request if there is greater student participation.
- Debbie Allen, Francisca Gonzalez, Armando, and Carlos will work together to create a student event to be held during the day.
- Carlos will contact PatriceAnn Mead to ask if one of her dance groups could participate in the day event.
- The committee will ask Sherry Titus for a donation from Student Affairs, and Lois Galloway offered to check with EOP&S and CalWORKs to see if they might also be able to provide funds.
- Shawna will also contact PatriceAnn Mead or Molly Faulkner to request a dance performance for the entertainment during the evening event.
- Miriam will send letters to all faculty to encourage their students to attend.
- The committee unanimously requested that Fari serve as the moderator again.

- *EEO Plan:*

John discussed the status of the District's EEO Plan with the committee. The System Office's latest meeting to discuss candidate availability data has been rescheduled for January. The data set developed by UCLA for classified and part-time faculty applicants is believed to be inappropriate for Palomar. John indicated that a proposal may be issued to the Community College League of California requesting that each district generate its own data. Due to the potential issues with UCLA's data, the District is considering developing a survey to distribute to recently-hired faculty and staff that asks questions about their experience as applicants as a way to determine the appropriateness of the District's recruiting practices. The Faculty Senate will be consulted in developing the survey. The committee HRSPC, and the Faculty Senate will review the latest draft of the EEO Plan in January and February, and the Plan will then be forwarded to SPC and the Governing Board for approval as is. The sections of the Plan requiring availability data will be drafted after the District has identified data appropriate to the District's geographic area. Karen Robinson will attend the February meeting to discuss the survey.

IV. Adjournment

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