



## EEO ADVISORY COMMITTEE Minutes

March 4, 2010

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, March 4, 2010 in room LL-112. The meeting was called to order at 3:03 p.m.

### Roll Call

Members Present: John Aragon, Lois Galloway, Francisca Gonzalez, Shawna Hearn, Lisa Hornsby, Charles Ingham, Blaine Morrow, Lisa Romain, John Tortarolo, Fari Towfiq

Members Absent: Joan Allen-Hart, Anthony Guerra, Diane McAllister, Karen Robinson, Mary San Agustin, Armando Telles, Russell Thomas, Carlos Von Son

Recorder: Lisa Hornsby

#### I. Approval of Minutes from February 4, 2010

It was moved and seconded that the minutes from the February 4, 2010 meeting be approved as amended.

Monika Brannick asked that a member from PC3H be included in the panel. John Tortarolo recommended that the students could split their time. Monika Brannick will have their student representative send a diversity statement and their bio to Fari Towfiq. PC3H offered to hold their discussion panel from 12:30-2:00pm for the afternoon event.

#### II. Unity in Diversity Event

- *Keynote Speaker, Panelists, and Moderator:* The committee discussed a keynote speaker and various panelists to invite as follows:
  - Keynote speaker: Mark Sisson
  - Panelists: Wilma Ellis, Tracy Fried, Jane Mills, Wilma Owens, Gary Sosa, John Aragon, additional student (to be identified by PC3H)
- *Audience Response:* Blaine Morrow will work with the keynote speaker on the use of the clickers. Discussions on where to place the response board would need to be considered due to the glare of the sun at that time of day. It was recommended to test the screen in a corner.
- *Interpreter:* Shawna Hearn will contact DRC to request two interpreters for the evening.
- *Signage:* The students will work on putting up signs on the railings in the upstairs of the Student Union.
- *Poster:* Lisa Hornsby will work with John Aragon on the posters for the daytime events and the evening posters.

- *Professional Development:* Lisa Hornsby will contact Martin Japtok and Glenda Gardner.
- *Letter to Faculty and Staff:* A small committee will be formed to discuss sending out a letter to faculty to invite them and to encourage student participation through possible extra credit or other incentive. Charles Ingham, Blaine Morrow and Lisa Hornsby will get together to draft a memo.
- *Entertainment:* Lisa Hornsby indicated that she would work with Patti Dixon for entertainment for the afternoon and one group for the evening.
- *Food:* Lisa Hornsby will finalize the menu with Aramark and bring the menu to the next meeting.

### III. Title 5 EEO Plan

John Tortarolo indicated that the Advisory Committee would be holding three (3) statewide meetings in the southern region and three (3) in the northern region to discuss Title 5/EEO Plan to take to the Board of Governors.

### IV. Adjournment

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