



EEO ADVISORY COMMITTEE Minutes

April 1, 2010

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, April 1, 2010 in room LL-112. The meeting was called to order at 3:03 p.m.

Roll Call

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

Members Absent: Joan Allen-Hart, Lois Galloway, Anthony Guerra, Karen Robinson, Mary San Agustin, Armando Telles, Russell Thomas,

Recorder: Lisa Hornsby

I. Approval of Minutes from March 4, 2010

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

II. Unity in Diversity Event

- *Keynote Speaker, Panelists, and Moderator:* Fari Towfiq confirmed that she received the bios from the keynote speaker and various panelists as follows:
 - Keynote speaker: Mark Sisson
 - Panelists: Majur Masou, Jane Mills, Wilma Owens, Gary Sosa, John Aragon, and Larry Shoemaker
- *Audience Response:* Blaine Morrow indicated that he had not heard from the keynote speaker about using the audience response devices. The committee determined that because of lighting issues at that time of day, it was in the best interest to forgo the audience response device at this event.
- *Interpreter:* Lisa Hornsby contacted DRC to request two interpreters for the evening.
- *Signage:* The students confirmed they would be putting up signs on the railings in the upstairs of the Student Union.
- *Poster:* Lisa Hornsby is finalizing 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:* Charles Ingham, Blaine Morrow and Lisa Hornsby will get together to draft and send out a memo to faculty to invite them and to encourage student participation through possible extra credit or other incentive.
- *Entertainment:* The Traveling Gypsies have been confirmed. Fari Towfiq is working with a group of Hawaiian dancers for the 5:15pm time slot. Lisa Hornsby will work with the student groups for the afternoon entertainment.

John Aragon indicated that he was working with the ASG for their assistance in paying student performer at the event. Lisa Hornsby informed John that at this time there were no student entertainers performing. John Aragon presented the committee with a CD of background music during the 5:00-5:15pm time slot when the guests arrive.

- *Food:* The menu has been finalized with Aramark.
- *Decorations:* Francisca will order the flowers again this year. It was announced that the committee would begin decorating the Student Union around 3:00pm.
- *Other Items:* Lisa Hornsby will send a list of acknowledgements to Fari Towfiq.

III. Title 5 EEO Plan

John Tortarolo indicated that the Region Statewide meetings continue to discuss modification to Title 5.

IV. Other

John Tortarolo informed the committee that concerns of increased sexual harassment claims have been processed in HR over the past 6 months. The claims consist of student on student with inappropriate use of texting and photos. This will be the primary topic for next year's meetings. John also asked the committee to think of ways to inform students of what is right and wrong and what could be considered sexual harassment.

V. Adjournment

The meeting was adjourned at 4:10 p.m.