



EEO ADVISORY COMMITTEE Minutes

March 3, 2011

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, March 3, 2011 in room LL-112. John Tortarolo called the meeting to order at 3:05 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Hearn, Lisa Hornsby, Abbie Cory, Charles Ingham, Kathy Young, Fari Towfiq, Joan Allen-Hart, Francisca Gonzalez, Russell Thomas, Diane McAllister, Gabriela Bahuman

Members Absent: Blaine Morrow, Karen Robinson, Mary SanAgustin,

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the February 3, 2011 meeting were approved (MSC: Hearn/Ingham). The minutes will be posted on the Palomar webpage as follows: <http://www.palomar.edu/committees/eeoc/>

2010-2011 Projects

- ***Title 5 Revision Update***

Copies of the Board of Governors Digest for the new Title 5 regulations were distributed and John gave an overview on the impetus for the proposed revisions. The primary goals charged to the writing team were to develop new EEO strategies that would:

- better align with the current legal and social context;
- provide HR and EEO professionals with better tools which are legal and methodologically sound, and practice-oriented; and
- continue to demonstrate and expect meaningful and effective efforts to maximize diversity and identify and eliminate barriers to the employment opportunities for underrepresented groups.

After the writing team developed an initial draft, with extensive feedback from the Title 5 Task Force and Chancellor's Office, it was shared with HR and EEO professionals throughout the state in a series of regional meetings. In addition, the representative from the Academic Senate and members of the writing team shared an overview of the proposed regulations at the Senate's Diversity and Equity Institute, as well as during the 2010 spring plenary session. Over the past three years, representatives from the field and the Chancellor's Office have also prepared joint presentations for each ACHRO conference to provide updates and solicit feedback. After further refinement of the draft regulations, based on all of this information, staff in the Chancellor's office reviewed the regulations for legal, policy, and potential mandated cost claims. The product of these efforts is what was presented to the Consultation Council. Once the Board of Governors adopts the new regulations, they

will become law. The new regulations created sixteen (16) new avenues that colleges may use to work with their local communities to improve diversity. It was important to ensure the new Title 5 regulations would not add any mandated costs. A survey was sent out to measure the costs and it was determined there will be some additional costs and some costs that will be eliminated, resulting in no net increase to mandated costs. A question was raised asking for clarification regarding mandated costs and John explained if the Chancellor's Office legally mandates the college must participate in specific activities (i.e. conducting EEO programs, conducting negotiations), the cost can be recovered from the state.

- ***Diversity Event***

Handouts were provided:

- Unity in Diversity Program Spring 2011
- Diversity Event Memorandum for Faculty
- Diversity Event Menu

Advertising: Lisa reported she has been working with Jay Schultz to create posters/flyers for the event. She and Gabriela will work together on a letter that will go out to all the students. They will also work with Lindsay Koch to plan something during the day for students. Entertainment may not be provided during the day; however it was suggested to have a table with fruit and/or cookies. PC3H will be holding a rally during the day. It was confirmed that Kevin Ayala Moore will be the PC3H student panelist and Rocky Brady will be the ASG student panelist. Lisa will send program information and all panelist bios to Josie Silva so they can be approved at the March Governing Board meeting. Lisa has contacted Kelly Dryden to line up interpreters for the event. Diane confirmed she emailed event information to Laura Gropen and Melinda Finn. She will contact Laura and ask her to create a press release and will ask Melina Finn about adding event information to the marquee at the campus entrance. Diane confirmed she has taken care of parking issues and plans to bring several staff members from her office to help with decorations on the day of the event.

Food: After some discussion, it was agreed to change the menu for this year's event as follows:

- Mini Beef & Bean Burritos changed to Beef Lumpia
- Pork Pot Stickers changed to California Rolls
- Dessert – Chocolate Fountain with Dipping items (no cookies)

Flowers/Decorations: Francisca confirmed she has contacted the woman who will supply flowers for the event and will confirm the price. Lisa will order a curtain for the stage area. Decorating for the event will begin at 3:00 pm.

Suggestions: It was suggested to have some student greeters to invite students inside for the event. Perhaps signs that say "Welcome Students" could be placed outside. It was also suggested that all committee members wear name tags.

II. Other

A special EEO meeting will be scheduled for the end of March as the next regularly scheduled meeting falls on the day of the Unity in Diversity event and the committee will need to meet one more time before then.

III. Adjournment

The meeting was adjourned at 4:05 pm.