



Equal Employment Opportunity Advisory Committee *MINUTES*

February 7, 2013

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, February 7, 2013 in the HRS A-1 conference room. John Tortarolo called the meeting to order at 3:05 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, Lisa Hornsby, Charles Ingham, Byung Kang, Diane McAllister, Russell Thomas, Fari Towfiq

Members Absent: Francisca Gonzalez, Jennifer Gonzalez, Mary SanAgustin

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the December 6, 2012 meeting were approved (MSC: SC/FT). The minutes will be posted on the Palomar webpage at: <http://www.palomar.edu/committees/eeoc/>

II. 2012-2013 Projects

• Application for EEO Advisory Committee

The committee reviewed April Tinhorn's application to serve as an at-large community member on the EEO Advisory Committee. (It was noted that her address may be outside the Palomar College jurisdiction.) The committee was asked to review the application and there will be a discussion at the next meeting. A suggestion was made to invite new members to the last meeting in the Spring semester and have them begin participating at the beginning of the Fall semester.

• Diversity Event

The committee decided upon a keynote speaker and selected panelists for the 2013 diversity event. John said he would contact the keynote speaker for his bio and Fari agreed to request bios from the panelists. Charles agreed to contact Michael Mufson for entertainment suggestions. John said more variety could be added to the menu if additional funds can be found. There was some discussion of making the food available at the conclusion of the event. The committee agreed to cancel the April 18th date and reschedule the event until October 2013 to allow adequate time for planning.

III. Reports

- **EEO Plan Update:** John Tortarolo reported the EEO Plan is currently being drafted and upon completion the EEO Advisory Committee will have an opportunity to review it and provide input.
- **Staffing Master Plan Update:** John Tortarolo reported the year 3 addendum is currently in progress and will be completed in several weeks.

IV. Adjournment

The meeting was adjourned at 4:00 pm.