



# Equal Employment Opportunity Advisory Committee *MINUTES*

March 7, 2013

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, March 7, 2013 in the HRS A-1 conference room. John Tortarolo called the meeting to order at 3:10 pm upon establishment of a quorum.

## **Roll Call**

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

Members Absent: Shawna Cohen, Francisca Gonzalez, Jennifer Gonzalez, Mary SanAgustin

Recorder: Jennie Vastola

## **I. Approval of Minutes**

The minutes from the February 7, 2013 meeting were approved (MSC: CI/LH). The minutes will be posted on the Palomar webpage at: <http://www.palomar.edu/committees/eoc/>

There was a brief discussion regarding participation on the EEO Advisory Committee. It was noted there are committee members who have missed several meetings this year.

## **II. 2012-2013 Projects**

### **• Application for EEO Advisory Committee**

The committee was very impressed with Ms. April Tinhorn's qualifications and background. Unfortunately, it was confirmed that her address is outside District boundaries and she therefore cannot serve on the EEO Advisory Committee as a community at large member. Vice President Tortarolo said he would send Ms. Tinhorn a letter thanking her for her interest in serving the college.

### **• Diversity Event**

There was a discussion about the timing for sending event information and ways to engage staff and students. It was suggested that it might be helpful if event information could be sent to faculty before they create their syllabi (2-3 weeks before classes start). A suggestion was made that committee members could wear pins (or bracelets) with the message "Value Diversity". Lisa Hornsby is scheduled to attend the next ASG meeting on March 19<sup>th</sup> to formally request the use of the Student Union for the Diversity Event on October 17, 2013.

## **III. Reports**

• **EEO Plan Update:** John Tortarolo reported the EEO Plan is being finalized and will be available for review at the next meeting.

• **Staffing Master Plan Update:** John Tortarolo reported the year 3 update has been completed.

• **Discrimination Case Reviews:** John Tortarolo provided a brief overview of a recent student complaint of unlawful discrimination that was based on ethnic group identification and race.

## **IV. Adjournment**

The meeting was adjourned at 3:40 pm.