



Equal Employment Opportunity Advisory Committee *MINUTES*

May 1, 2014

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, May 1, 2014 in the HRS A-1 conference room. Vice President John Tortarolo called the meeting to order at 3:00 pm upon establishment of a quorum.

Roll Call

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

Members Absent: Michael Arguello, Mary San Agustin, José Vargas

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the March 6, 2014 meeting were approved. (MSC: SC/RT)

The minutes will be posted on the Palomar College website at www.palomar.edu/committees/eeoc.

II. Old Business – None

III. New Business

Diversity Event

The committee agreed the April 3rd Unity in Diversity event was a success. Vice President Tortarolo thanked everyone for their efforts and the committee made suggestions for next year's event.

- Purchase flowers from Angel's Flowers, San Marcos
- Request plants from Grounds Services (stage)
- Request Performing Arts to provide entertainment
- Ensure entertainers know they are welcome to stay for food
- Label the vegetarian dishes
- Consider starting the event earlier (4:30 pm)
- Committee members should stand by doors to greet guests and provide information
- Create signs ("All Welcome")
- Set up sandwich board signs to advertise event
- Create name tags for committee members
- Create event flyer and program
 - Use existing logo
 - Place programs on tables
 - Include panelist bios in the program
- Request Peer Ambassadors to usher guests from the parking lot to the event
- Advertise alternate locations for students who need a place to study (Library, Math Center, TLC)
- Advertise event inside the Student Union a week prior to the event
- Invite Max Disposti (LGBTQ) and Sam Delchad again (outstanding)

Hiring Procedures:

Information was presented regarding the current diversity of full-time and part-time faculty and staff. It was noted that approximately 75% of full-time and part-time faculty are not from diverse groups. This information will be presented to the Governing Board at an upcoming meeting, and was presented by Institutional Research and Planning to the Strategic Planning Council at its April 15, 2014 meeting. Because a significant number of new full-time faculty positions are filled from the Districts part-time faculty, there is a concern that the current part-time faculty demographics may not contribute sufficiently to a diverse applicant pool for full-time positions. Unlike the full-time faculty hiring process, the part-time faculty hiring process is not uniform across all departments. The committee discussed the opportunity to create a more uniform process and utilize online recruiting tools to attract a more diverse applicant pool for part-time positions that ultimately would translate to a more diverse applicant pool for full-time positions. Discussions will be initiated with the Faculty Senate in the future to address this issue. It was suggested that a work group could be formed to gather input from Dept. Chairs with regards to a new hiring process for part-time faculty. The committee asked questions about the application screening process and Vice President Tortarolo explained that HRS performs an initial screening to ensure all application packets are complete. Once the packets have passed the initial screening, they are forwarded to the Selection Committee and the Equivalency Committee.

IV. Reports

PC3H

Abbie Cory presented a report on current and upcoming events:

- New Safe Zone training presented at Fall Plenary and Counseling 110 classes
- End of the year party in the Center on Wednesday, May 7th, 4-6 pm
- Harvey Milk Breakfast, Thursday, May 22nd, two reserved tables
- North County LGBT Resource Center Gala, Saturday, May 31st, one table sponsored
- Fall 2014
 - Palomar Pride Parade
 - Athletics "LGBT Sports Summit" – Political Economy Days
 - Film *TransVisible*

V. Adjournment

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