



## Equal Employment Opportunity Advisory Committee *MINUTES*

September 4, 2014

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, September 4, 2014 in the HRS A-1 conference room. Vice President John Tortarolo called the meeting to order at 3:05 pm upon establishment of a quorum.

### **Roll Call**

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

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

Recorder: Jennie Vastola

### **I. Approval of Minutes**

The minutes from the May 1, 2014 meeting were approved. (MSC: AC/DM)

The minutes will be posted on the Palomar College website at [www.palomar.edu/committees/eeoc](http://www.palomar.edu/committees/eeoc).

### **II. Old Business – None**

### **III. New Business**

#### **Diversity Event**

The committee discussed making some possible changes to the next diversity event. Suggested changes included changing the timing of the event from an evening to an afternoon program which might allow more student participation. Also, waiting until the end of the program before offering food might entice members from the audience to stay for the entire event. Vice President Tortarolo asked the committee to give some thought to possible themes for this year's event. There was further discussion about possible dates for the event and everyone agreed the week after Spring Break would be a good time (about the 10<sup>th</sup> week in the semester).

#### **Strategic Planning**

Vice President Tortarolo gave a PowerPoint presentation titled, *Equal Employment Opportunity Report*, which he said was also presented to the Governing Board on May 13, 2014. He explained that the goal of the college is to improve the diversity of our faculty and staff. The Report included information regarding:

- Source of applicants
- Employee demographics FY09-10 and FY12-13
- Applicant demographic data FY11-12
- Part-Time faculty hired as full-time faculty

Vice President Tortarolo discussed various opportunities to enhance equal employment opportunities by broadening our diversity practices, becoming more effective in our advertising, and building and maintaining strong applicant pools. Conducting a cultural climate survey would be a way to find out how the college is viewed by potential applicants.

#### **Hiring Procedure**

Vice President Tortarolo explained to the committee that after the Board presentation (of the EEO Report), a letter was sent to the Faculty Senate. The letter requested that the Faculty Senate have a dialogue in Fall 2014 regarding:

- Review of faculty hiring procedures (full-time faculty recruitments)
- Establishing a uniform, District-wide procedure for hiring part-time faculty

#### **IV. Reports**

##### **PC3H**

Abbie Cory presented a report on Pride Center events and other news.

- New Safe Zone training (*more interactive*) presented at Fall 2014 Plenary
- Palomar Pride (tentatively set for the first week of October 2014)
- Pride by the Beach – October 11, 2014
- Panel on LGBTQ Athletes for Political Economy Days – October 16, 2014 @ 2:00 pm
- Video for Human Dignity Foundation (*in return for grant*) – by October 15, 2014
- Michael Nava reading – November 2014 (*date to be determined*)
- Gay-Straight Alliance Awards – November or December 2014 (*date to be determined*)
- More gender-neutral bathrooms available in the new Humanities building
- More gender options on Palomar College admissions application

#### **V. Adjournment**

The meeting was adjourned at 4:05 p.m.