



Equal Employment Opportunity Advisory Committee *MINUTES*

October 5, 2017

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, October 5, 2017 in the HRS A-1 conference room. Shawna Cohen called the meeting to order at 3:05 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, Monique Dumbrique, Michael Deal, Fari Towfiq, Benhui Zou, Susan Snow, Robert Threath, Melissa Molek, Adriana Sanchez

Members Absent: Anel Gonzalez, Kalyna Lesyna, Teresa Quainoo, Jose Luis Ramirez, Terhea Williams

Recorder: Jennie Vastola

I. Approval of Minutes

The minutes from the regular meeting of May 4, 2017 were approved with one abstention.
(MSC: FT/MD)

The minutes will be posted on the Palomar College website at:
<http://www2.palomar.edu/pages/eeoc/minutes-and-agendas/>

II. New Business

Welcome and Introductions

S. Cohen welcomed everyone to the meeting and explained Title 5 of the California Code of Regulations mandates each community college district shall establish an Equal Employment Opportunity Advisory Committee. Committee members introduced themselves and identified the employee groups they represent. (The EEOAC currently has openings for an ASG representative and a community member representative.)

EEO Advisory Committee Training (Title 5 §53005) – Role, Responsibilities

A PowerPoint slideshow was presented, outlining the purpose of the EEO Advisory Committee. Title 5, § 53000 et seq. requires that the EEOAC will receive training on the educational benefits of workforce diversity, to ensure students are receiving the best possible education. The main requirement of the EEOAC is to develop and adopt a district-wide written Equal Employment Plan. The current Plan was approved by the Board in June 2016; expires 2019. There are several Federal and State EEO Laws that prohibit employment discrimination. Examples of specific interventions to eliminate bias in hiring were discussed. Educational benefits of workforce diversity were reviewed.

EEO Fund Multiple Method Allocation FY 2016-2017

Required by the Chancellor's Office, districts report the various activities they are implementing to promote Equal Employment Opportunity. Districts must meet a minimum of six (6) out of the nine (9) multiple methods to qualify for an EEO fund allocation from the Chancellor's Office.

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The allocation in FY16-17 was \$60K. The allocation in FY17-18 was \$50K. The Chancellor's Office has indicated large EEO fund allocations like these will not likely be available for distribution to Districts in the future. The new Vice President of Human Resource Services will guide the District in the development of EEO activities and programs that will wisely utilize these funds.

EEO Expenditure Report FY 2016-17

Required by the Chancellor's Office each year, districts report their Equal Employment Opportunity Fund expenditures and performance activities for the prior fiscal year.

Goals for 2017-18

The Committee discussed the importance of implementing goals and objectives related to recruitment activities, hiring practices and outcomes. This group will be carefully reviewing AP7120 (hiring procedure). Committee members were asked to focus on Chapter 13 of the current EEO Plan.

III. Other

VPHRS Search

The first day of employment for the new Vice President of Human Resource Services will be Monday, October 16, 2017.

IV. Adjournment

The meeting was adjourned at 4:00 p.m.