



Equal Employment Opportunity Advisory Committee *MINUTES*

March 22, 2018

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, March 22, 2018 in the HRS A-1 conference room. Dr. Lisa Norman called the meeting to order at 3:00 pm upon establishment of a quorum.

Roll Call

Members Present: Monique Dumbrique, Anel Gonzalez, Michael Deal, Benhui Zou, Melissa Molek, Terhea Williams, Kalyna Lesyna, Fari Towfiq, Susan Snow, Robert Threatt, Jose Luis Ramirez, Christine Winterle

Members Absent: Shawna Cohen, Adriana Sanchez, Teresa Quainoo

Recorder: Maria Zapien Rangel

I. Approval of Minutes

The minutes from the meeting of December 7, 2017 were approved with six abstention.
(MSC: AG/RT)

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

II. New Business

Diversity Data

Dr. Norman distributed the Diversity Data document to the group. The data shows trends in diversity hiring for 2016-2017. The data was pulled from the applicant system. When completing a job application, the applicant is asked to identify themselves. When looking at the data it is important to look at the progress related to the District's goals. The data shows that 74 positions opened up last year. Key elements when reviewing the data include:

- What groups were interviewed
- What groups were hired
- Analyzing underrepresented groups
- Targeted outreach/advertising to Native Tribe groups
- Do hiring trends reflect the diversity of our student populations?
- Attrition rates

The group will examine the data and provide feedback.

A total of sixty employees participated in the Equal Employment Opportunity Hiring Committee Training presented by Dr. Cris Cullinan. The training was paid for by EEO funds. Anel Gonzalez

reported that Classified employees thought it was a great training. Dr. Norman is looking into additional resources to provide to staff. The group was asked to think of ideas. As we look at future trainings, cost and dates (fall & spring) need to be considered. Ideas for future trainings include:

- Train the trainer for Compliance Officers
- Using real examples of situations from Hiring Committees
- Trainings specifically designed for Chairs and Compliance Officer

Other elements to consider when talking about diversity:

- Palomar College's website needs to bring people in and grasp their attention
- Job postings – are they inviting and welcoming?
- Is the diversity statement working?
- Working with other groups for best practices strategies
- Creating a diversity one stop shop to find out what's happening in the community

Nine (9) Multiple Methods Analysis

Two years ago, the State Chancellors' Office started focusing on diversity efforts. Less than half of the community college institutions had an EEO plan. A new model was created to enhance key elements that would make a difference. Penalty money from the FAWN was portioned out and distributed to community colleges. The District received \$60k the first year, \$50k the second year, and the funds will be reduced slightly for the upcoming year. The majority of the funds have been used for recruitment fairs, Dr. Cullinen's Training, pamphlets, targeted recruitments, advertisement.

The 9 Methods are presented to the Governing Board on a yearly basis for approval before going to the state. A draft has been provided for Governing Board approval. The Board members participated in a diversity training during the retreat in January.

III. Old Business

Chapter 13 EEO Plan

Some of the items mentioned in Chapter 13 have already been accomplished. The recruiters have attended four targeted recruitments events and the diversity training has been enhanced.

The committee was asked to come up with ideas, action plans, and outreach event ideas for the next meeting.

IV. Adjournment

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

