



Equal Employment Opportunity Advisory Committee *MINUTES*

November 8, 2018

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on Thursday, October 8, 2018 in the HRS A-1 conference room. Dr. Lisa Norman called the meeting to order at 3:12 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, Monique Dumbrique, Kalyna Lesyna, Benhui Zou, Olga Sukhanova, Jose Luis Ramirez, Melissa Molek, Teresa Quainoo, Christine Winterle

Members Absent: Robert Threatt, Susan Snow, Adriana Sanchez

Recorder: Maria Zapien Rangel

I. Approval of Minutes

The minutes from the meeting of October 4, 2018 were approved. (MSC: SC/KL)

The minutes will be posted on the Palomar College website at:

<http://www2.palomar.edu/pages/eeoc/minutes-and-agendas/>

II. New Business

EEO Plan: Chapter 13 – Goal review and related action items

Olga shared the cultural ideas she had gathered. She mentioned that most of the events were centralized in San Diego. So that everyone can share and update their ideas, the Action-oriented goals will be shared through Google Docs.

The council brought up other ideas regarding action-orientated goals. Christine said she was thinking it would be a good idea to have a Student Success Champion Training. Something that aligned with Guided Pathways to get staff involved. Dr. Norman mentioned Los Angeles Community College has a huge program on equity. LACC gives out an award and a scholarship to honor the work that their staff does. Southwestern College also has quarterly events for diversity workshops where they shut down the campus so that even students can attend.

Compliance Officer Trainings

Dr. Norman shared information about the EEO Trainings. The current 45-minute online training is going away in December, so we are revamping the District's training. The in-person training is more in line with the 9 Multiple Methods. Having an EEO Plan and an advisory committee are both measures on the list. One of the measures addresses how we provide ongoing training and how we educate staff. It is important that we bring awareness to the decisions that we make when we hire staff. EEO funds are being used to pay for these trainings. Staff have expressed concerns about the length of the trainings being offered. Dr. Norman shared that those who are truly interested in serving as a compliance officer will attend the trainings. The depth and knowledge gained in the trainings is valuable.

The trainings offered in October were the Level 1 trainings. The trainings in November were originally scheduled to be Level 2 trainings. The majority of those that had signed up for the November trainings had not completed the Level 1 trainings. The workshop schedule had to be changed to ensure that our compliance officers understand the depth of knowledge that's presented in the Level 1 training. The November workshops will now consist of Level 1 and Level 2 trainings to make sure staff can participate in each one. Dr. Norman will be looking to add an additional set of trainings in January. Committee members were asked to share this information with their constituent groups.

The State Chancellors Office also provides a similar training. If staff participate in that training, then that will satisfy the Level 1 - Hiring Committee requirement. Teresa shared that she's heard from other staff that they aren't getting approval from their supervisors to attend the workshops. Dr. Norman said she would share that information at Executive Cabinet. There's an overall feeling that people don't feel they need the training since they've been serving on hiring committee for years, but it is important for everyone to participate in new trainings. HRS has a job posting for short-term compliance officers. Once hired, compliance officers will also participate in the trainings.

Dr. Norman shared that trainings will be expanded beyond EEO. A new trainer to be named Eugene Whitlock will also be providing two trainings on cultural bias. He could possibly present during Spring Plenary.

Dr. Norman shared about her visit with a Counseling 110 class. She spoke about implicit bias. Students were asked to guess who Dr. Norman was based off her appearance. It was interesting to hear the student's responses. Students wanted to learn about how they could be culturally competent. It may be beneficial to have students participate in professional development opportunities in the future.

The committee was asked to bring ideas for other workshops regarding diversity. Teresa mentioned that she was taking the Black Minds Matter series. Having a guest speaker from the series present at a workshop would be a great idea. These workshops are being coordinated by Hossna Sadat. Monique will reach out to Hossna for more information.

The committee talked about a centralized events calendar. It's easy to miss events and activities the current way the college shares this information. It was mentioned that staff in Student Services do not always have the opportunity to attend certain events because they need to remain open to serve students. Dr. Norman shared that supervisors are encouraged to stagger schedules to allow staff to attend events.

III. Adjournment

The meeting was adjourned at 4:00 pm