



Equal Employment Opportunity Advisory Committee *MINUTES*

February 6, 2020

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on February 6, 2020 in the HRS A-1 conference room. Linda Beam called the meeting to order at 3:03 pm upon establishment of a quorum.

Roll Call

Members Present: Linda Beam, Christine Winterle, Monique Dumbrique, Jose Ramirez, Celina de la Torre, Kalyna Lesyna, Linda Locklear, Shawna Cohen, Robert Threath, Teresa Quainoo

Members Absent: Elise Lindgren, Olga Sukhanova, Peter Owiovwio, Susan Snow

Recorder: Celina de la Torre

I. Approval of Minutes

The minutes from the meeting of December 5, 2019 were approved.

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

II. New Business

Introductions

Selection Committee Training

Palomar is still hiring in spite of the District's current financial situation, therefore there is a need for this training. This training is for members serving on a hiring committee and was previously outsourced to consultants. However it will now be hosted in-house by Shawna Cohen, Manager, EEO and Compliance and recruitment. The training will include the "Nuts & Bolts" of Palomar's internal process, cover implicit bias and be interactive in accordance with Title 5 requirements. Having it in house ensures more flexibility on scheduling. The trainings are scheduled for, Thursday, February 13, 2020 and Friday, February 21, 2020. Linda L., asked about more diversity on hiring committees and about outside community serving on hiring committees. Linda B. stated that AP 7120 guides the committee composition and only certain recruitment types such as Faculty and VP level positions allow for outside members. We'll keep fine tuning the training to keep people engaged and with the concept of being open minded with hiring. Committee discussed if this training can be offered online. Linda B. indicated this should really be an in-person training, to give opportunity for open dialogue. Online trainings are not offered at this time.

Sexual Harassment Prevention Training

2018 Governor signed Senate Bill (SB) 1343 which requires all employees to complete one hour of sexual harassment training by January 1, 2021. Training will be required every 2 years. The training will be offered online through Keenan for all constituent groups, admin, CAST, classified, faculty, student, and short terms. Employees will need to use the 3PD Portal to sign up for this training. Kalyna asked, what

Faculty need to do if a student reports being sexually harassed. Shawna indicated there is additional in-person Title IX training for faculty and those that are informed by a student or other person of being sexually harassed; also, any reports of sexual harassment should be forwarded to HR to be addressed. LRC is being considered as an option to allow individuals to access the online training. Jose Ramirez offered the assessment lab as an option.

III. Old Business

Mini-grants

The committee discussed the possibility of using EEO monies to be considered to fund mini-grants, which would be for departments to use on various campus events related to EEO. Shawna explained that EEO funds are allocated for specific activities, such as ACHRO, job fairs, advertising, travel reimbursements for interview candidates, etc. EEO is categorical funds and there are parameters/criteria under Title 5 as to how the funds must be spent. Additionally, the District must use the Nine Multiple methods as outlined by chancellor's office to determine what to spend funds on. Chapter 13 of EEO Plan, aligns with the methods and are the District's goals for improving the recruitment process under the District's current Plan. Committee discussed partnering with student services on using equity money. HRS will look at the current EEO budget if the committee is going to consider this further. Linda B. suggest that the committee table this idea until the District's stability is back on track. Teresa mentioned an event coming in March, Ethnic Studies 50 year anniversary. The committee will revisit next fiscal year, once we're back on track with our fiscal situation.

Project Match – Faculty Mentor Program

Christine explained what the idea behind this program was, in terms of diversity, and grow your own programs to develop staff for higher-level and leadership positions. At this time, the committee will put this topic on hold and revisit this item in the next fiscal year.

IV. Other

V. Adjournment

The meeting was adjourned at 4:00 pm