



## Equal Employment Opportunity Advisory Committee *MINUTES*

**October 1, 2020**

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on October 1, 2020 via Zoom. Linda Beam called the meeting to order at 3:02 pm upon establishment of a quorum.

### **Roll Call**

Members Present: Shawna Cohen, Linda Locklear, Jose Ramirez, Susan Snow, Linda Beam, Monique Dumbrique, Tucker Grimshaw, Yuan-Lin Lee, Robert Threath, Christine Winterle

Absent: Kalyna Lesyna, Celina de la Torre, Elise Lindgren, Teresa Quainoo

Recorder: Maria Zapien Rangel

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

The minutes from the meeting of September 3, 2020 were approved. (RT/LL)

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

### **II. New Business**

#### **Participation in College Hiring Discussions**

Dr. Kahn has begun conversations regarding anti-racism. One of the big areas of discussion is diversifying the college's hiring, and discussing barriers to people of color. Monique provided an update from last week's meeting. Jack has shared his goals, which were reviewed and revised by the group.

There are four subgroups:

1. Research – (1) Determine plan to collect info on existing exit interviews, (2) and a plan to collect data from internal and external colleagues on potential impediments
2. Recruitment and Promotion – (1) List of bad dates to recruit, pre-announcement, (2) technology to create a "list serv" for people to get updates, (3) Fix hiring Timeline, (4) List of job fairs on shared drive (5) List of listservs that promote diversity on shared drive (5) what's on people admin
3. Cultural Capital Project - (1) Set a meeting for this fall and spring (and ongoing in outlook) to discuss application tips, coordinate with PD to record, invite a couple hiring managers (2) Identify local organizations on shared drive we could be working with more (UCSD was an example- jack should recontact them) (3) Video Project - contact PCTV and coordinate a video for CCE, AA, and CAST about what they like about working at Palomar
4. Job Posting Project - To highlight equity focus and be a better promoter of the college

EEOAC members are encouraged to share their ideas.

### **EEO Plan, Chapter 13: reviewing our progress**

Shawna reviewed progress on chapter 13. Any efforts in the college hiring discussions will have to be added to the EEO plan as well. Chapter 13 is the area of the plan in which the EEOAC comes up with ideas for improvement. It is not required that the district meet all the goals during the three-year period; our intentions could change over time.

The District's policy on hiring – AP 7120 needs to be updated. AP 7120 could be reviewed by EEOAC. Dissecting AP 7120 and getting feedback from the different constituent groups and EEOAC would be valuable.

The diversity of hiring committee pools was discussed. In the past, the same people have been selected to serve on hiring committees. Committee members are selected directly from the department for most Classified and CAST positions. HR is starting to see new faces join hiring committees on higher-level recruitments, such as the VP recruitments.

The EEOAC discussed part-time faculty hiring. Southwestern College invites part-time faculty to interview for full-time positions. The District requires any interested part-time faculty to apply for full-time positions; although it's not a guarantee for an interview. It would be helpful to have workshops for part-time faculty on tips for "How to apply to Palomar". Some of the recent full-time faculty hires have been part-time faculty.

Chapter 13 and AP 7120 will be sent to the committee for review.

### **EEO Policies and Procedures Update**

Will be reviewed at the next meeting.

### **III. Old Business**

None.

### **IV. Other**

None.

### **V. Adjournment**

The meeting was adjourned at 4:00 pm.