



Equal Employment Opportunity Advisory Committee *MINUTES*

November 5, 2020

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on November 5, 2020 via Zoom. Linda Beam called the meeting to order at 3:05 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, Susan Snow, Linda Beam, Monique Dumbrique, Yuan-Lin Lee, Robert Threatt, Christine Winterle, Kalyna Lesyna, Celina de la Torre, Elise Lindgren

Absent: Jose Ramirez, Teresa Quainoo, Linda Locklear, Tucker Grimshaw

Recorder: Maria Zapien Rangel

I. Approval of Minutes

The minutes from the meeting of October 1, 2020 were approved with two abstentions.
(SC/RT)

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

II. New Business

EEO Policies and Procedures Update

Shawna explained the new standards for Title IX violations and provided updates to policies and procedures. If a new administration is elected, it may change/reverse some of these changes. It would take some time to undo any of the changes that have been made. These P&P are necessary for us to remain compliant.

Discrimination and Harassment P&P Updates:

BP/AP 3410 – Nondiscrimination – Completed

BP 3420 – Equal Employment Opportunity – Completed

AP 3420 – Equal Employment Opportunity – New; 1st reading at P&P on 11/6/2020

BP/AP 3430 – Prohibition of Harassment – Title IX Changes; 1st reading at P&P on 10/2/2020

BP/AP 3433 – Prohibition of Harassment Under Title IX – new, Board 1st reading 11/2/2020

AP 3434 – Responding to Harassment based on Sex Under Title IX – New; Board 1st reading on 11/2/2020

AP 3435 – Discrimination and Harassment Investigations and Training – New; replaces existing Title 5/District procedures – P&P 1st reading 11/6/2020

2019-2020 Applicant Demographic Data

Monique went through the Applicant Demographic Data. A total of 65 positions were opened last fiscal year. Underrepresented applicants made up 43.4% of applicants, 42% of those interviewed, and 40% of those hired. Classified positions tend to get the most diverse applicant pools with 54.7% underrepresented applicants. Administrative positions had 30.5% underrepresented applicants, with 0% hired. Faculty had 37.9% underrepresented applicants; 44.8% hired.

The district has been reviewing processes to evaluate how we can eliminate any barriers in place. AP 7120 will also be reviewed and updated. One of the changes that has been put into place is the removal of letters of recommendation for job applicants. Obtaining letters of recommendation are often seen as a barrier. For example, if a candidate learns of a position a few days before it closes, it would be difficult for that person to get letters of recommendation on a tight timeline. Letters of recommendation could also disqualify a person due to an incomplete application, even if it is not their fault.

The anti-racism group will be providing an update at the next board meeting. One of the initiatives that was implemented was to include a series of questions regarding racist or discriminatory behaviors in the exit survey. The anti-racism group would like to create videos of current employees to show a broad representation of diverse staff.

III. Old Business

Equal Employment Opportunity Plan

Shawna reviewed Chapter 13. Possible updates/additions to Chapter 13 include:

- Adding new relevant information to the recruitment section
- Recruitment fairs
- Application and interview workshops (being discussed in the anti-racism workgroup)
- Having employees participate in more trainings regarding equity, antiracism, implicit bias, and diversity. This would prepare employees for serving on hiring committees.
- Providing job opportunities for future students.

Committee members were asked to think about ideas for updates and improvement.

IV. Other

None.

V. Adjournment

The meeting was adjourned at 4:00 pm.