



Equal Employment Opportunity Advisory Committee *MINUTES*

February 4, 2021

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on February 4, 2021 via Zoom. David Montoya called the meeting to order at 3:04 pm upon establishment of a quorum.

Roll Call

Members Present: Jose Ramirez, Shawna Cohen, David Montoya, Monique Dumbrique, Elise Lindgren, Annie Lee, Robert Threatt, Christine Winterle, Celina de la Torre, Linda Locklear, Susan Snow, Teresa Quainoo, Kalyna Lesyna

Absent: Tucker Grimshaw

Recorder: Maria Zapien Rangel

I. Approval of Minutes

The minutes from the meeting of December 3, 2020 were approved with three abstentions.
(SC/CW)

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

II. New Business

DEI-Focused Strategy Recommendations

1. Increasing diversity of selection committees
2. Increasing student participation in selection committees
3. DEI Recruitment Videos
4. DEI-Focused Exit Interviews

Christine provided some background regarding the DEI focused strategies. Celina and Monique have participated in the **DEI/antiracism workgroup**. The current goal is to work with EEOAC on meeting the DEI-Focused goals and adjusting them as needed.

Increasing diversity of selection committees

The committee comps in AP 7120 need to be adjusted/updated. Diversifying hiring committees will ensure they represent the diversity of our students. Monique explained specific committee compositions and the procedures to put out a call to serve.

Ideas discussed:

- Adding a DEI rep in addition to the Compliance Officer
- Inviting classified members to join faculty hiring committees to share a different perspective.

- Provide an incentive to serve on a hiring committee.
- Make committee participation mandatory or at least rotate them; everyone should be involved. There are some people that are not participating/volunteering to join.
- Supervisors and managers should encourage their staff to volunteer.
- Recruit retirees to participate on hiring committees.

A council member shared that someone should not be assigned to a committee, they should volunteer. It may not be a good idea to have someone on a committee that does not want to be there. Departments should take responsibility for rotations and getting staff involved. From a faculty perspective, people do want to be on a hiring committee because they want to be involved in the hiring process of their colleagues. There may be staff who do not feel comfortable serving on a committee. Moving forward, it will be important to change the notion that serving on a hiring committee is not a task that needs to get done, but more of an investment to add a new person to the college.

EEOAC will work on a recommendation for revising committee membership and adding members from specific equity-focused groups.

Increasing student participation on hiring committees

Council members shared their concerns about adding students on committees. While students are already a part of the composition of VP committees, their schedules prohibit them from participating in the full recruitment. Monique shared that during a previous hiring committee, a student had a scheduling conflict during the interviews. Monique reached out the students' professor who was very understanding and arranged for the missed class work to be submitted later. Monique suggested working with Coop-Ed to get students involved on hiring committees; it can be a part of their internship.

It was also recommended that committee participants join diversity trainings before participating on a hiring committee. HR will work on a recommendation and send it out to the council so that everyone can provide input.

Faculty Sexual Harassment Prevention and title IX training

Classified, CAST, & AA have already participated in the mandatory trainings. The goal is to assign it to our STM employees. On Monday, for the very first time the trainings were issued to faculty. There are about 1,600 people that need to be trained. Positive feedback regarding the trainings has been shared. Trainings are due on May 1st.

III. Old Business

EEO Selection Committee Training – training schedule

The next training is Thursday, February 11. The training is now offered on the 2nd Thursday of the month. EEOAC members were encouraged to participate if they had not participated.

District Compliance Officer Training – update

The training will be revamped. The previous training was heavy on laws and regulations and will now also include specific scenarios and situations. COs needs to be retrained every two years.

IV. Other

None.

V. Adjournment

The meeting was adjourned at 4:02 pm.