



Equal Employment Opportunity Advisory Committee *MINUTES*

September 2, 2021

The meeting of the Equal Employment Opportunity (EEO) Advisory Committee was held on September 2, 2021, via Zoom. David Montoya called the meeting to order at 3:03 pm upon establishment of a quorum.

Roll Call

Members Present: Shawna Cohen, David Montoya, Linda Locklear, Christine Winterle, Jose Ramirez, Elise Lindgren, Teresa Quainoo, Celina de la Torre, Tucker Grimshaw

Absent: Monique Dumbrique, Shelbi Morales, Susan Snow, Annie Lee

Recorder: Maria Zapien Rangel

I. Introductions

II. Approval of Minutes

The minutes from the meeting of May 6, 2021, were approved with one abstention.

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

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

III. New Business

EEO Multiple Methods Certification Form

The Multiple Methods form reports any EEO activities the District engaged in under the nine areas specified by the Chancellor's Office in 2020-21. This form will be submitted to the Governing Board at the September 7th meeting for approval. If approved, the District will receive its annual EEO funding.

Method 1: Requires the District has an EEO Advisory Committee, EEO Plan, and has submitted the expenditure/performance reports for prior years. The District must also meet at least 6 of the 8 remaining multiple methods.

This year's funding, which includes a rollover from last fiscal year, will be about \$120,000.

Method 2: Board Policies and Adopted resolutions.

Method 3: Incentives for hard to hire areas – travel expenses for eligible candidates, salary negotiations, monthly cell phone stipends for qualifying administrators, doctoral stipend for qualifying administrators and faculty.

Method 4: Focused Outreach – targeted advertising and outreach, class specifications and position announcements.

Tucker asked if those that are current adjuncts get automatically selected for interviews if a full-time faculty position opens.

Shawna shared that the adjunct would need to apply and be selected for an interview.

Method 5: Procedures for addressing diversity throughout hiring steps and levels.

Method 6: Consistent and ongoing training for committee - Selection Committee Training & CO Training

Method 7: PD focused on diversity

Method 8: Diversity incorporated into criteria for employee evals and tenure review

Method 9: Grow your own program – Professional Development Program and Professional Growth Program for Classified employees.

Discussion of the EEO Plan

One of our committee's major tasks this year will be to develop the new EEO Plan for years 2022-25.

EEOAC Orientation (October 7th)

Orientation will occur at the next meeting. Title 5 specifies the information that should be shared during orientation - laws, purpose, and regulations.

AP 7120 Discussion

Recommended revisions for AP 7120 have recently been received from faculty senate. HRS will review internally with some key stakeholders. Afterwards, it will be shared with EEOAC. An additional meeting will be scheduled to review AP 7120 before October 7th.

IV. Old Business

N/A

V. Other

Teresa asked about a funding request process for EEO related activities.

VI. Adjournment

The meeting was adjourned at 3:59 pm.