



EEO Committee Meeting

01/22/2020, 3:00 pm, District Board Room Extension – Meeting Minutes

Members Present: *Rocio Delgado, Kristina Hannon, Martha Kelly, Deanna Krehbiel, Stephanie Lewis, Marcella Navarro, Brooke Quinones,*
Members Absent: *Mary Jane Bender, Cory Elmore, Abe Fulgham, Rania Hamdy, Mark McConnel, Meridyth McLaren, Shalita Tillman, Mary Valdemar, Ruby Zuniga*

1. Welcome and Introductions

Kristina Hannon called the meeting to order at 3:22 p.m.

2. Approval of Prior Meeting Minutes

A motion was made by Deanna Krehbiel to approve the minutes from 10/04/19, it was seconded by Rocio Delgado. All in attendance agreed.

3. Updates

a. Review final draft of screening committee handbook

Kristina Hannon shared an update about the screening committee handbook. The committee was given a draft in November, with a deadline for review by December. Kristina is going to Crafton in February to discuss the handbook and will bring back the final draft at our next meeting for review. We want the Board to know we've created this document as it meets one of the accreditation standards. This will be evidence of our work.

4. New Business

a. Discuss Employment Workshop

Kristina H. shared that we are getting good feedback on our job fair. Ideally, we would like to have 2 separate workshops on 2 different days. We want to look at our needs as a district in developing the topics. The event will need to be on a Friday or Saturday. Marcella N. will take the lead, organizing people and creating an agenda.

- 1st day (End of February)
 - o Address our adjunct pools
- 2nd day (April)
 - o CSEA/Management

The goal for the employment fair is to engage with the community and the ability for the Deans and Chairs to be available to offer on sight hiring opportunities. We are reaching to our surrounding districts to see who meets qualifications for current open positions. We have confirmation from both college leaderships and bargaining units that someone will be there to represent the college and we have support from the Board.

The 2nd day will be more CSEA/MGMT focused with goals to engage with the community and local partners. Look at conducted mock interviews, panel discussions, etc. We want to give the message of "We want you to work here". With the mock interviews, Kristina would like to follow the model she participated in at CSUSB. They conducted 30 minutes mock interviews with their doctoral program students, and they allow for 15 minutes for the interview and 15 minutes for feedback. They found the feedback portion is very valuable to candidates.

Stephanie L. commented that it would be nice if the Deans and Chairs developed relationships with our graduate programs at Universities to see if there are students interested in teaching. We need to be at the Universities job fairs as well.

Deanna K. can get us at the table with the workforce development department and county job fair.

b. Review Conferences

March – Statewide Faculty and Staff Diversification Symposium

There is commitment from the State Chancellors Office for us to send both senate presidents, both vice presidents, and an HR representative. This symposium is intended for team building, inclusion and conversation around diversity.

May – NCORE

Kristina is attending this conference. We have commitment from both colleges they will be sending someone to this conference. We would like to send 2 classified professionals, and 2 managers as well. Please submit the proper paperwork if there is someone you think would be a good candidate for this professional development opportunity.

5. Future Business

We are working with the Professional Development Funds committee on a classified retreat. We are targeting an in-service day but will have more information on the date to follow. We have support from both college presidents to shut down both campuses completely so all classified staff could attend the retreat. We have a meeting with the committee scheduled next week.

6. Adjournment

The meeting was adjourned 4:05.

Unapproved