

**Mt. San Antonio College  
Campus Equity and Diversity Committee (CEDC)  
Group Memory of May 2, 2011**

**Committee Members:**

- |   |  |  |                                       |
|---|--|--|---------------------------------------|
| <input type="checkbox"/> Silver Calzada | <input type="checkbox"/> Paul Hischar    | <input type="checkbox"/> Linda Rillorta  | <input type="checkbox"/> April Tellez |
| X Barbara Gonzales (Co-Chair)           | <input type="checkbox"/> Johnny Jaurequi | X Guadalupe De La Cruz                   | X Tuan Vo                             |
| X Suzi Hayward                          | X Annette Loria (Co-Chair)               | <input type="checkbox"/> Ana Tafoya-Diaz | X Eric Kaljumagi (Guest)              |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Agenda Review</b>	<ul style="list-style-type: none"> <li>• Agenda reviewed, no changes proposed.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>2. Review Memory from 4/4/11</b>	<ul style="list-style-type: none"> <li>• Agendas reviewed, approved as written.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>3. Committee Make-up</b>	<ul style="list-style-type: none"> <li>• Six (6) faculty members;</li> <li>• Director, Assessment;</li> <li>• Director, Human Resources;</li> <li>• Three (3) classified representatives, one (1) from DSPS;</li> <li>• 1 (one) student representative.</li> <li>• Eric asked why there are six (6) faculty members on the committee? The committee responded that they have been attempting to operate within the already written guidelines. In addition, it's sometimes difficult to get attendance on this committee. Eric is going to send out an email to the deans regarding attendance. Because of the attendance issue, the committee doesn't feel it's realistic that they will have a plan prepared in time to go to the senate.</li> <li>• Tuan asked if there is a deadline for this year or was it a goal? Annette responded that it is "highly recommended" by the chancellor's office to have it submitted by the fall 2011. Once a plan is written, we still need to meet for continuous review.</li> <li>• The suggestion came up to possibly changing the time to later in the date, since most faculty teach in the morning. Another suggestion would be to meet twice a month. Suzi will send out an email with possible dates to meet twice a month.</li> <li>• If the need is to make changes to the committee make-up, it has to go to PAC.</li> <li>• Annette asked if Eric is interested in having the whole plan provided to the Academic Senate or if he would be okay with having it turned in partially completed for review. Eric responded that he would be okay with having it turned in partially completed, the senate could review and comment.</li> <li>• Barbara will update the senate and Eric recommends Annette sending out an email to the classified representatives and their union leadership asking for their input and if they have any questions as we are</li> </ul>	<ul style="list-style-type: none"> <li>• Suzi will send out an email with dates, to begin meeting twice a month for May and June.</li> <li>• Annette will send an email to the classified members and union leadership.</li> </ul>

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	<p>approaching the end of the program. Annette asked how Guadalupe reports out, she said they report out in their senate meetings.</p> <ul style="list-style-type: none"> <li>• Barbara recommended possibly inviting the union leadership to the next meeting to hopefully show the importance of having classified representation these meetings.</li> </ul>	
<p><b>4 Review of Purpose and Function (Final Read)</b></p>	<ul style="list-style-type: none"> <li>• Eric likes the function but believes that the purpose should guide the function.</li> <li>• Purpose # 1, Eric recommended the following language:             <ul style="list-style-type: none"> <li>• “To promote a climate of equal opportunity so as to increase the likelihood of educational excellence and success for both students and employees.</li> <li>• The committee agrees, the language will be cleaned up and forwarded for committee approval by the end of the week.</li> </ul> </li> <li>• Purpose # 2, Eric doesn’t recommend any changes.</li> <li>• Purpose # 3, Eric recommends the following language:             <ul style="list-style-type: none"> <li>• To recommend standards and practices which promote equal employment opportunity and diversity and which seek to eliminate unlawful discrimination.</li> <li>• The committee agrees, the language will be cleaned up and forwarded for committee approval by the end of the week.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Suzi to send out an email with the purpose of function and have the committee weigh in by the end of the week.</li> </ul>
<p><b>5. EEO Plan</b></p>	<ul style="list-style-type: none"> <li>• Eric read the components of the EEO plan written thus far. They don’t appear to be specific to Mt. SAC.</li> <li>• Annette and Barbara responded that although they know its “generic” it was this committee’s goal to get something written and submitted. As time goes on, making certain standards more specific to Mt. SAC.</li> <li>• Eric stated that it’s a senate issue, prior to being hired. Once an employee is hired, it’s a union issue.</li> <li>• <u>Component 8:</u></li> <li>• The EEO rep needs to be accurate, current, and frequent enough.</li> <li>• Annette mentioned that Liebert Cassidy Whitmore offers an EEO training (through an all day training) which could be a good tool if we could get participation.</li> <li>• Eric mentioned that the status quo is to allow HR to be the EEO rep, because they trust HR staff. A good motivation may be, if you have an EEO rep, your vacancy will be processed quicker.</li> <li>• Barbara mentioned that faculty could possibly argue for cross-over credit for attending such training.</li> <li>• Eric asked how many faculty have currently had EEO training? At this time it is unknown, however Annette will look into tracking this.</li> <li>• Barbara mentioned possibly adding a different section the deals with the frequency of such training.</li> </ul>	<ul style="list-style-type: none"> <li>• Annette to look into seeing how we can track employee EEO training.</li> </ul>

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	<ul style="list-style-type: none"><li>• Due to time constraints, we will stop at this point. Everyone be prepared with sections 8-10 by our next meeting in May (tbd), 11 is not required at the moment, and we will tackle 12-14 in June.</li></ul>	
<b>6. Set Agenda for Next meeting</b>	<ul style="list-style-type: none"><li>• Agenda Review</li><li>• Review Memory from May 2, 2011 meeting</li><li>• Committee Make-up</li><li>• EEO Plan (8-10)</li><li>• Set Agenda for Next Meeting</li></ul>	

**FUTURE MEETING DATES**

TBD

Meeting ended at 9:32 a.m.