

**Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Memory of May 18, 2011**

Committee Members:

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

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda Review	<ul style="list-style-type: none"> • Agenda reviewed, no changes proposed. 	<ul style="list-style-type: none"> •
2. Review Memory from 5/2/11	<ul style="list-style-type: none"> • Minutes reviewed, approved as written. 	<ul style="list-style-type: none"> •
3. Committee Make-up	<ul style="list-style-type: none"> • Paul Hischar and Timothy Takashima were appointed to the CEDC for the 2011-14 year. • Concerns came up that we only have one (1) representative from the classified group and it's from CSEA, Chapter 262. Are we going to get representation from CSEA, Chapter 651? Suzi and Annette both stated that they've made attempts every month to get a member from CSEA, Chapter 651 to attend this meeting. Annette will follow-up on again. • After the June 6, 2011, we won't be meeting until September 12, 2011. Suzi will prepare the calendar for next year. 	<ul style="list-style-type: none"> • Suzi will send out a calendar for 2011/12. • Annette will follow-up with CSEA, Chapter 651 regarding their attendance.
4. EEO Plan (8-10)	<ul style="list-style-type: none"> • <u>Component 8:</u> Minor changes made and the committee approved component 8. • <u>Component 9:</u> Barbara asked for clarification regarding the EEO officer, is there only one (1)? Annette stated that the EEO officer is designated and there is only one (1) on campus. • Barbara recommended changing "that" to "where" you can get the plan. Paul recommends leaving the language, notifying them that we have it available. If we say where, then we have to commit to where it's posted. The committee came to consensus to leave the language. • Barbara mentioned that Senate may come back with questions and concerns that it's not specific enough. • Suzi to research whether internet has a capital I. Committee approved component 9. • <u>Component 10:</u> Barbara asked if American Indians is the proper term or if it should be Native Americans? Annette responded that this is the terminology that is used by the EEO office. • Ana asked if under monitored groups we should list "sexual orientation." Annette responded that those listed under monitored 	<ul style="list-style-type: none"> • Suzi to research whether internet should have a capital I. • Suzi will send a clean copy of the plan to everyone after our June 6 meeting. Barbara will take it to Senate on June 16. • Annette will complete component 13 & 14 for next session. She will attempt to get this out electronically.

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	<p>group are only those listed.</p> <ul style="list-style-type: none">• Barbara asked if we could flag this so that we know when changes are made to the monitored group. Annette responded that she does get these updates and when updates become available, she will let the committee know.• Annette stated that it becomes difficult in accurately reporting because individuals frequently decline to answer the questions regarding ethnic group, etc.• Annette stated that where she used to work, she would monitor the process throughout to ensure there is diversity. There is a sign off sheet used when applications are received, after the committee makes their selection, etc. At this point, Mt. SAC does not use such a plan. Annette asked if this committee would be interested in using this method, as it will impact the recruitment process. She's left a place in the plan to have that form inserted in the plan. Currently, we don't report this information to the Chancellor's office.• Age is also a factor for discrimination, anyone over forty (40). Barbara asked if it is part of a monitored group? Annette responded that it is not part of the monitored group.• Tuan stated that he heard something said to the effect that we are looking for someone who is planning on being here for a long time? Should that be a concern? Annette and Paul both responded yes. It's okay to look for a candidate that has commitment but not when worded as above, looking for a younger candidate. The committee came to consensus on component 10.• <u>Component 11:</u> Although not on the agenda, Annette asked if the committee has interest in looking at this component. She also stated that this component is no longer required by the Chancellor's office because of the difficulty in obtaining meaningful data.• Barbara stated that she reported to Senate that this committee completed the Purpose and Function. Per the minutes last week, Eric stated that it would be okay to report to the Senate our work, thus far, on the EEO Plan. Barbara is suggestion that the plan be taken to Senate Exec. On June 16, 2011. Suzi will forward a clean copy to Barbara after the next meeting.• Annette also responded that she still has to write 13-14 and will bring it back next session for review.• <u>Component 12:</u> Currently Mt. SAC doesn't provide on-site recruitments. We attend a yearly job fair in January, which is typically faculty driven, where we get people seeking employment with community colleges. At the job fair, there are colleges from throughout California and have a large turnout. There aren't job fairs specifically	
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	<p>set up for classified employees. Barbara asked if we get a good pool for classified. Annette stated, for example, for a custodial position, we get 300 applications.</p> <ul style="list-style-type: none">• Silver asked if there is a possibility of having a “reception” for applicants that have been screened in. Annette stated that it is very similar to an open house. The open house can be educational, informing the candidates how to go about the process.• The committee wants to leave 1C in component 12. Annette asked if we want to keep the time frame of every two (2) years. Changed to language to, “Annually the district shall consider hosting an open house...” The committee reached consensus on leaving this in the component with the minor change.• 1 D – The district currently does this process. Annette stated that she has the recruiter ask where the applicant heard about this recruitment. If we don’t get a good turn out, using one resource, we may consider not using them. The committee reached consensus to keep this language in this component.	
<p>5. Set Agenda for Next meeting</p>	<ul style="list-style-type: none">• Agenda Review;• Review Memory from May 18, 2011;• Committee Make-up;• EEO Plan (12.2.a – 14);• Set Agenda for Next Meeting.	

FUTURE MEETING DATES

June 6, 2011

Meeting ended at 9:24 a.m.