

**Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Memory of November 9, 2015
9:00 a.m. – 10:30 a.m.**

Committee Members:		
<input checked="" type="checkbox"/> Genene Arvidson-Perkins	<input checked="" type="checkbox"/> Manoj Jayagoda	<input checked="" type="checkbox"/> Robert Montoya
<input checked="" type="checkbox"/> James P. Czaja (Interim Co-Chair)	<input type="checkbox"/> Jim Jenkins	<input checked="" type="checkbox"/> Tony Rivas
<input checked="" type="checkbox"/> Maria Davis	<input type="checkbox"/> Lorraine Y. Jones (Co-chair)	<input checked="" type="checkbox"/> Lisa Romo (Notes)
	<input checked="" type="checkbox"/> Kambiz Khoddam	<input checked="" type="checkbox"/> Chris Shen
		<input type="checkbox"/> Ana Tafoya-Diaz
		<input type="checkbox"/> Chisa Uyeki (co-chair)
		<input checked="" type="checkbox"/> Susan Wright
		<input checked="" type="checkbox"/> Lisa Zahn
ITEM	DISCUSSION/COMMENTS	ACTION/ OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> Meeting began at: 9:07 a.m. 	
2. Review Memory from October 12, 2015	<ul style="list-style-type: none"> Memory from October 12, 2015 was approved with changes. Final version of Purpose and Function was handed out to committee, and sent to President's Office. 	
3. Agenda Review	<ul style="list-style-type: none"> Reviewed and agreed 	
4. EEO & Faculty Diversity Summit Update	<ul style="list-style-type: none"> Report from EEO & Faculty Diversity Summit on Wednesday, November 4, 2015 (James) Members who also attended gave useful feedback Content given at summit is in line with our District's plan Reviewed various content from the slides given at the summit 	
5. BP/AP Policy Review	<ul style="list-style-type: none"> Identify 2 leads per policy. If a BP has an AP, group will review both policies. AP/BP 3420 Equal Employment Opportunity, and AP/BP 7100 Commitment to Diversity (Tony, Genene and Chris) AP 7120 Recruitment and Hiring (Lisa and Susan) AP 7121 Recruitment and Hiring – Classified (Manoj and Maria) AP 7122 Recruitment and Hiring – Management (Jim?) Recommendation: Take a look at campus employment statistics in order to be able to identify any areas that need attention 	<ul style="list-style-type: none"> Groups identified Review policies and report back to committee if any areas of concern are found
6. EEO Publication and communication	<ul style="list-style-type: none"> James gave a report from President's Cabinet review of EEO Plan and has been approved; now going to President's Advisory Council (PAC) for approval. James will work with President's Office to get the EEO plan on the board agenda for approval. 	
7. Student Mentoring	<ul style="list-style-type: none"> Discussed ways to promote participation Perhaps seeking a student with a related major (HR/Public Services) How can mentoring help retain student representation? Stress the importance of their participation/involvement. Tony and Genene invite Chris to participate in AP/BP they are reviewing Chris shared his thoughts including the way items are discussed. James suggested having a standing item for clarification on any language used during meeting Website: Workflow with the impact process of the committee Helpful for committee to know what student needs for their reporting purposes 	<ul style="list-style-type: none"> Keep discussion open Add a clarification agenda item at the end of each meeting for discussion Whiteboard project: impact to students
8. EEO Training	<ul style="list-style-type: none"> Training scheduled tomorrow 3:00 – 5:00 pm, all committee is encouraged to attend, 	

	<p>another training is scheduled for December 3 as well</p> <ul style="list-style-type: none"> • 2016-17 Faculty Hiring memo handout; 1 – 27 have been approved; posting will begin this month by HR 	
9. EEO Parking Lot	<ul style="list-style-type: none"> • Campus Climate Survey – Begin discussion on research and implementation 	
10. Open Session (open items)	<ul style="list-style-type: none"> • No items 	
11. Set agenda for next meeting (December 7, 2015)	<ul style="list-style-type: none"> • Welcome/Introductions • Review Memory from November 9, 2015 • Agenda Review • AP/BP Policy Report • EEO Diagram for EEO Process • EEO Parking Lot • Open Session (open items) • Set agenda for next meeting 	<ul style="list-style-type: none"> • Bring EEO Plan for EEO diagram for EEO process.

Meeting ended at: 10:35 a.m.

FUTURE MEETING DATES

December 7, 2015

March 14, 2016

April 11, 2016

May 9, 2016

June 6, 2016