

Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Memory of April 11, 2016
9:00 a.m. – 10:30 a.m. Building 4, Room 2320

Committee Members:

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|---|--|---|--|---|
| <input checked="" type="checkbox"/> Genene Arvidson-Perkins | <input checked="" type="checkbox"/> Manoj Jayagoda | <input type="checkbox"/> Tony Rivas | <input checked="" type="checkbox"/> Chisa Uyeki Co-Chair | <input type="checkbox"/> Robert Montoya |
| <input type="checkbox"/> Co-Chair (Vacant) | <input type="checkbox"/> Jim Jenkins | <input type="checkbox"/> Lisa Romo (Notes) | <input checked="" type="checkbox"/> Susan Wright | <input checked="" type="checkbox"/> Lisa Zahn |
| <input checked="" type="checkbox"/> Maria Davis | <input checked="" type="checkbox"/> Kambiz Khoddam | <input type="checkbox"/> Student Rep (Vacant) | <input type="checkbox"/> CSEA 262 Rep (Vacant) | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> Meeting began at: 	
2. Review Memory from December 7, 2015	<ul style="list-style-type: none"> Memory from December 7, 2015 was approved with changes. 	<ul style="list-style-type: none"> Chisa will follow-up with Jim J. on AP/BP 7120 format that was discussed at 12/7/15 meeting to ensure the suggestions made at CEDC make it to the 7120 working group. Lisa Z. will send files showing format for Chisa to send to Jim and Dan.
3. AP/BP 3420	<ul style="list-style-type: none"> Tony and Genene reviewed both AP/BP and recommended no changes be made. Page 4 under "Recruitment for Employment Vacancies," the statement on all job postings needs to be updated. Discussed that we may not want to integrate the ACCJC accreditation updates into the citations because ACCJC may not continue to be the college's accrediting agency. 	<ul style="list-style-type: none"> BP 3420: Chisa suggested the phrase "harmony and respect" be removed and replaced with "equity and inclusion". All present were in agreement. Suggested to use language from EEO Plan (pg. 4) instead of statement in AP 3420 on all job postings. Find out which title is the correct one, "Chief Human Resources Officer" or "Director of EEO".
4. EEO Plan	<ul style="list-style-type: none"> Chisa reviewed and found titles and certain terms were unclear/inconsistent, typo level changes were made and document was finalized. EEO Plan has been approved by the Board of Trustees, but has not yet been posted on HR or CEDC web pages. Plan needs to be sent to the Chancellor's Office and distributed across campus. 	<ul style="list-style-type: none"> Lisa R. and Chisa will work on updating the CEDC website in the next few weeks. Chisa will follow up about publication of the plan.
5. Publication Progress Report	<ul style="list-style-type: none"> Covered in item 4 	
6. EEO Training for Selection Committees	<ul style="list-style-type: none"> Chisa is following up on training for existing/ongoing recruitments. 	<ul style="list-style-type: none"> Need current status from HR.
7. EEO Institutional Indicators (Handout)	<ul style="list-style-type: none"> Committee reviewed all indicators listed to identify sources of information and how to measure each indicator. Chisa is asking POD, RIE, Associated Students, and HR to provide data which will help us assess the indicators. 	<ul style="list-style-type: none"> Committee will review annually, the "Commitment to Diversity Indicators", in EEO Plan. Chisa will ask RIE to attend May 11 meeting. Susan W. will look at awards currently given across campus, which address equity, diversity, & inclusion?
8. Open Session (open items)	<ul style="list-style-type: none"> Question: Do all faculty sitting on hiring committees must have EEO Training? Lisa R. answered "Yes". Also, is there a process in which committee members are selected for a hiring committee? 	<ul style="list-style-type: none"> All were advised to look at AP 7120.
9. Set agenda for next meeting (May 9, 2016)	<ul style="list-style-type: none"> Welcome/Introductions Review Memory from April 11, 2016 Agenda Review Open Session (open items) Set agenda for next meeting 	

Meeting ended at:

FUTURE MEETING DATES:
 May 9, 2016 June 6, 2016