

Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Memory of December 5, 2016
9:00 a.m. – 10:30 a.m. Building 4, Room

Committee Members:

- | | | | | |
|---|--|---|--|---|
| <input type="checkbox"/> Genene Arvidson-Perkins, Faculty | <input type="checkbox"/> Jim Jenkins, Management | <input checked="" type="checkbox"/> Tony Rivas, Faculty | <input checked="" type="checkbox"/> Chisa Uyeki (Faculty Co-Chair) | <input type="checkbox"/> CSEA 651 Rep (Vacant) |
| <input type="checkbox"/> Maria Davis, Faculty | <input checked="" type="checkbox"/> Kambiz Khoddam, Faculty | <input checked="" type="checkbox"/> Joanne Franco (Notes) | <input type="checkbox"/> Susan Wright, Faculty | <input type="checkbox"/> Continuing Ed Rep (Vacant) |
| <input checked="" type="checkbox"/> Manoj Jayagoda, DSPS | <input checked="" type="checkbox"/> Abe Ali, VP, Human Resources | <input type="checkbox"/> Daniel Sanchez, Student | <input type="checkbox"/> CSEA 262 Rep (Vacant) | <input type="checkbox"/> Co-Chair (Vacant) |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • Meeting began at: 9:07 am 	
2. Review Memory from October 10 and November 14, 2016	<ul style="list-style-type: none"> • Due to low attendance; memory notes were not reviewed, postponed until next meeting March 13, 2017. 	
3. Expanded PAC Meeting Report Back – Summary of HR PIE (Abe Ali)	<ul style="list-style-type: none"> • The Purpose and Function statement was approved in PAC • The CEDC website is current with the committee memory, meeting dates, archived memory, EEO Plan 	<ul style="list-style-type: none"> • Send out to group
4. Overview of Multiple Methods	<ul style="list-style-type: none"> • Skip for this meeting 	
5. Update on EEO Funding and Peer Review of EEO Plan (Abe Ali)	<ul style="list-style-type: none"> • SDCCD Climate Survey – handout • The SDCCD survey includes employment questions • Abe received great feedback with this survey • Kern’s survey used this also as a base and adjusted the questions for the District • The committee can review the survey which is a good baseline and we can discuss at a future meeting any suggestions and what questions to use; the questions will be updated according to Mt. SAC • The intent is to send the survey to all employees and get some feedback – there are multiple ways to incorporate the results of the survey <ol style="list-style-type: none"> 1. EEO Plan 2. Multiple Measures 3. Great for Accreditation 4. PIE 	<ul style="list-style-type: none"> • Committee will provide feedback upon review of the questions for the SDCCD Climate Survey to see what questions to use, what to change, and if it something the committee would like to send out to the campus • Follow up with Chancellor’s Office. Abe will bring copy of peer review.

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<p>6. Climate Survey (Continued)</p>	<ul style="list-style-type: none"> • KCCD HR survey includes feedback on employment • Focused on: employment, (start on HR survey, then Diversity survey or make them parallel, but not employment pieces on the diversity survey) • To include harassment, racial discrimination on the diversity survey • Research said to maybe include some of the same questions on both to see how they align, but need to be sure that it is not too long • For the HR survey, whether people understand our commitment to diversity, compliance with processing need to be biased free, understanding of bias, and behavior, assessment of outcome, was it bias free, were outcomes free of employment bias, to be assessed – survey given to committee members • Blank survey about HR , then ask questions about if they served on a screening committee, see how people have perceived over time • The length of the survey is very important – more eager to answer the questions, but answers are not as thought out • Survey to students – how long it took them to answer when opened, accessibility, don't want to type out answers, paragraph and sentence answers, multiple choice – average students took about 3 minutes; faculty took about 1 hr; but many students used their phones • Climate survey would be all employees – classified employees are more involved, but adjunct faculty are more difficult because their schedules <ul style="list-style-type: none"> ○ Method to maybe break up the survey into 4 short surveys, but so anyone would spend no more than 30 minutes to spend on a survey ○ Need to review, then decide on the questions ○ Maybe during the spring flex day, do a short survey to see where everyone stands 	<p>The committee will review the survey in terms of the EEO perspective to see what they like about it</p> <p>Homework was to review the 2 surveys and highlight what is important and what they suggest</p> <p>Need to be aware of timing on campus, if they are doing another big survey at the same time</p> <p>Abe will get the survey from KCCD and may get that to Barbara McNeice-Stallard as well</p> <p>HR survey will be done, however, RIE will be consulted to ensure there is not undesired replication as far as time, completion, and content. all the things we need feedback for</p>

	<ul style="list-style-type: none"> • Sample of a survey: lengthy about 1 hour; majority participated; feedback that was received was a lot of people talking about race and people taking the survey can be identified • Research and Institutional Effectiveness: need to look at the goal: important to get a sense of how people feel about diversity and inclusion on campus so we can develop programs; maybe people aren't aware of affected groups, policies, procedures, etc. 	
<p>7. General HR EEO Update:</p>	<ul style="list-style-type: none"> • EEO Director Hiring Status, and other observations regarding diversity & including and the role of HR (Abe Ali) 	
<p>8. Set agenda for next meeting</p>	<ul style="list-style-type: none"> • Welcome/Introductions • Review Memory from March 13, 2017 • Agenda Review • Purpose and Function • Planning and Goal Setting for 16-17 • Open Session (open items) • Set agenda for next meeting • Planning and Goal Setting for 16-17 (skipped Nov, Dec) 	

FUTURE MEETING DATES:

Date	Time	Location
April 10, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
May 8, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
June 5, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320