





EEO & DIVERSITY ADVISORY COMMITTEE (DISTRICTWIDE)

MINUTES

June 17, 2024 Meeting

10:00 AM to 11:00 AM

Invite Link: <https://sjeccd-edu.zoom.us/j/84424102519>

ITEM	TOPICS
1	<p>Introductions & Check-In</p> <p>Present: Rene Alvarez, Henry Estrada, Victoria Simmons, Raniyah Johnson, Blake Balajadia, Yesenia Ramirez, Elvira Valderrama-Rodriguez, Julinda LeDee, Sam Ho</p>
2	<p>Action: Approved Minutes of May 20, 2024 meeting (Motioned by Julinda. Seconded by Elvira. Approved 8/0/1 (Henry abstained)</p> <p> EEO.MINUTES.of.Districtwide-EEO.Diversity</p>
3	<p>A. EEO & Diversity Plan was unanimously ADOPTED by the Board of Trustees on June 11, 2024</p> <p>The Plan was on the Board’s May 14, 2024 agenda for first reading, with some Q & A from Board Members. No further discussion at the June 11, 2024 Board meeting.</p> <p>   SJECCD EEO-DIVERSITY PLAN SJECCD_EEO-DIVERSITY-PLAN.appendix SJECCD EEO.DIVERSITY PLAN</p> <p>B. EEO Annual Certification Form for State Chancellor Office</p> <p>Completed EEO Annual Certification Form was submitted for Board’s first reading on their May 14, 2024 meeting agenda.</p> <p>On May 13, 2024, the CCCC emailed a notice stating that the due date has been extended to September 30, 2024 (from June 30, 2024).</p> <p>HR will submit the updated, if any, EEO Annual Certification Form to the August Board meeting for first reading, and to the September Board meeting for approval.</p>

4	<p>Create AGENDA for July 17 or 19, 8:30 AM to 2:00 PM Working Session/Retreat</p> <p>a. Based on responses to Outlook invitation for either or both July 17 and 19 retreat dates, there were 6 “accepted” for both dates, 4 “tentatives” for July 17, and 2 “tentatives” for July 19. Upon further considerations for possibly the following two weeks, it appears that it’s best to go with <u>Wednesday, July 17, 2024 from 8:30 AM to 2:00 PM</u> (hybrid in case someone cannot attend in person).</p> <p>Action: Motioned by Sam to have the retreat/working session on July 17, 8:30 AM to 2:00 PM. Seconded by Yesenia. Unanimously approved (9 Yeses /0 No /0 Abstention).</p> <p>b. Victoria mentioned that some of the DEIAA training relating to Title 5, Ed. Code, and District evaluation will be provided by LCW (Liebert, Cassidy, and Whitmore).</p> <p>c. Agreed agenda for the July 17 Retreat/Working Session is as follows:</p> <ol style="list-style-type: none"> 1. 8:30 AM – 9:00 AM : Breakfast 2. 9:00 AM – 10:00 AM: A. Strategies for Pre-Hiring Activities 3. 10:00 AM – 11:00 AM: B. Strategies for Hiring Activities 4. 11:00 AM – 12:00 PM: C. Strategies for Post-Hiring Activities 5. 12:00 PM – 12:45 PM: Lunch 6. 1:00 PM – 2:00 PM : Summary of A,B,C and Action Plan
11:00	<p>Adjournment & Next Meeting:</p> <p>Wednesday, July 17, 2024: Retreat</p> <p>Location (Hybrid): District Office, 40 S. Market, San Jose, CA 95113</p> <p>Zoom Information: Topic: EEO & DIVERSITY ADVISORY COMMITTEE RETREAT/WORKING SESSION TO IMPLEMENT THE EEO & DIVERSITY PLAN Time: Jul 17, 2024 08:30 AM Pacific Time (US and Canada) Join Zoom Meeting https://sjeccd-edu.zoom.us/j/83703058624</p> <p>Meeting ID: 837 0305 8624</p>