

EEO & DIVERSITY ADVISORY COMMITTEE (DISTRICTWIDE)

MINUTES MEETING/WORKING SESSION


Monday, October 28, 2024

3:00 PM to 4:30 PM

LOCATION: Zoom

Zoom Link: <https://sjeccd-edu.zoom.us/j/89631414171>

Meeting ID: 896 3141 4171

Items	Topics
1	Introductions & Check-In Present: Sam Ho, Dio Shipp, Blake Balajadia, Julinda LeDee, Yesenia Ramirez, Bianca Lopez, Moni Dickerson
2	<p><u>Action:</u> Approved Minutes of September 30, 2024 Meeting/Working Session (Motion by Moni Dickerson. Second by Blake Balajadia. Motion unanimously carries).</p>  <p>EEO.MINUTES for DistrictwideEEO-Div</p>
3	<p>Discussion:</p> <p>1. Committee membership</p> <p>In the current EEO & Diversity Plan, we need to change the language for Classified professional’s composition so that it is similar to the language stated for composition of faculty. Currently, it reads as follows: “up to 3 faculty (including one from AFT and one from each campus), up to 3 CSEA representatives (including one from each campus and one from the District office).”</p> <p>The updated language would read:</p> <p>“... up to 3 classified professionals (including one from CSEA and one from each campus).”</p> <p>Currently we understand the intent is consistent with: “3 classified professionals (including one from CSEA and one from each campus.’</p> <p>There are no term limits or term periods stated in the Plan for constituency appointees. For each appointee, their term periods and limits are in accordance with their respective constituency groups.</p> <p>Committee attendance: Each member needs to reaffirm their commitment to serving on this Committee and consistently attend meetings/work sessions. Otherwise, constituency groups need to appoint another member.</p>

	<p>2. EEO & Diversity Plan Implementation Review and Recommendations</p> <p>A. Pre-Hiring Strategies (15')</p> <p>B. Hiring Strategies (15')</p> <p>B.1 Section: Training for hiring committees</p> <p>B.1.1: Develop process for appointing EEO/Equity Representative to screening/hiring committees.</p> <p>B.1.2: Update screening committee training including “Equity” and “Sensitivity.”</p> <p>B.1.3: Develop training for EEO/Equity reps and hiring Managers.</p> <ul style="list-style-type: none"> - EEO representatives need to be SJECCD employees. Serving as EEO Reps is part of employee professional activities, and all are encouraged to receive training and serve on one or more screening committee each year. Each year, there are approximately 100 positions to hire, and it is necessary we have as many EEO representatives as possible trained and are able to serve. - HR needs to ensure that the timeline for establishing a screening committee is clear and timely. - Screening committee membership needs to be diverse. - DAC at EVC is in “limbo” due to leadership changes. Bianca will check with VPs for status of EVC DAC (Diversity Action/Advisory Committee). - Need to find out the source of funding this year for Campus EEO & Diversity related activities. - EEO Fund is managed by the VC of HR, and can provide financial support based on needs according to each event. During this time of budget constraints, it is good that the EEO Fund has a balance of about \$200K. We do not know for sure how much the State Chancellor’s Office can or will allocate for each District each year. <p>C. Post-Hiring Strategies (15')</p>
4	<p>Diversity Events</p> <p>Women’s Summit: This event could be funded by the EEO Fund as a recruitment outreach and EEO-Diversity enrichment activity.</p> <p>Bianca and Julinda to provide more details about this possible event that would take place in March 2025. Potentially the summit includes three topic areas: Financial literacy, health and wellness, and career development.</p>
5	<p>Adjournment: 4:30 PM</p> <p>Next meeting(s): Last Monday of each month plus additional meetings as needed.</p> <p>Monday, November 25, 2024, 3PM – 4 PM (up to 4:30 PM if needed).</p>