

**EEO COMMITTEE MEETING AGENDA**  
**Tuesday, March 13, 2018; 2:00pm-4:00pm**  
**MA-142 Conference Room**

**Committee Membership:**

Co-Chairs: Sabrina Kwist and Alex Porter (Co-Chairs: Non-Voting)  
 Classified Representatives: Abbey Duldulao, Grace Villegas  
 Faculty Representatives: Vacant, Erich Holtmann, Janice Townsend  
 Manager Representatives: Dave Belman, Teresea Archaga, Carla Rosas  
 Support: Clarissa Cadena

Item #	Time	Topic/Activity	Lead	Information Discussion Action	Desired Outcome / Additional Information
1.	1-2	Welcome	Sabrina		
2.	5	Public Comment and Announcements	Sabrina		
3.	5	Approve Agenda for March 13, 2018 Approve Minutes for February 13, 2018	Sabrina	A	Review and Approval
<b>Standing Items</b>					
4.	20	Report on Districtwide EEO Advisory Committee Meeting <ul style="list-style-type: none"> <li>• Overall report</li> <li>• Laura Schulkind Training</li> <li>• DEEOAC Project Proposals from DVC and CCC</li> </ul>	Sabrina Erich	I,D I,D D	Information, Follow-up Update from Districtwide EEO meeting 02/23/18 Upcoming trainings Discussion on CCC and DVC proposals
5.	40	EEO Sub-Committee Report-Outs <ol style="list-style-type: none"> <li>1) Culture in the Workplace               <ol style="list-style-type: none"> <li>a) New Employee Survey</li> </ol> </li> <li>2) Hiring A Diverse Workforce               <ol style="list-style-type: none"> <li>a) Charges</li> <li>b) Diversity language in job descriptions</li> <li>c) Manager Hiring Grid</li> <li>d) LMC Defining Language</li> </ol> </li> </ol>	All  Janice	  D  I, D D I, D D	Information sharing, discussion  Continued Discussion  Continued Discussion Review job descriptions language <a href="http://www.losmedanos.edu/eo/documents/Managershiringgrid.2.pdf">http://www.losmedanos.edu/eo/documents/Managershiringgrid.2.pdf</a> - Continued Discussion Discussion on Language for job announcements on “What is LMC”, affirmation of our values

6.	10	Other report-outs 1) Language of Leadership Presentation	Teresea Archaga	I	Information on other committee report-out
<b><i>New Business</i></b>					
7.	10	Next Steps and Future Agenda Items <ul style="list-style-type: none"> <li>Follow-up Items List for next meeting</li> </ul>	All/Sabrina	D	Clarify assignments/tasks and persons responsible Identify items for next month's agenda Hiring, Diversity and Faculty Hiring Conference in LA- A. Porter will discuss in April meeting Box 2A timeline- will be on May agenda

**Spring 2018 meeting schedule:**

**April 10, 2018**

**May 08, 2018**

**June 12, 2018**

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