

**EEO COMMITTEE MEETING AGENDA**  
**Tuesday, April 10 2018; 2:00pm-4:00pm**  
**SS4-409 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	Alex/Sabrina		
2.	5	Public Comment and Announcements	Alex/Sabrina		
3.	5	Approve Agenda for April 10, 2018 Approve Minutes for March 13, 2018	Alex/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</li> </ul>	Alex/Sabrina	I,D  I,D D	Information, Follow-up Update from Districtwide EEO meeting Upcoming trainings Discussion LMC's proposals to DEEOAC project 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) Diversity language in job descriptions</li> <li>b) Manager Hiring Grid</li> <li>c) LMC Defining Language</li> </ol> </li> </ol>	All	   A,D D  D	Information sharing, discussion  Continued Discussion  Review job descriptions, classification 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) Hiring, Diversity and Faculty Hiring Conference in LA	Porter	I	Information on key points from conference
<b><i>New Business</i></b>					
7.	10	1) Flex Planning 2) NCORE Rubric 3) Candidate information on paper screening	Erich Janice Belman	A I,D I,D,A	Plan, Discussion Information Discuss to take action on removing information of candidates to eliminate bias'
<b><i>Wrap-Up and Next Steps</i></b>					
8.		Next Steps and Future Agenda Items • Follow-up Items for next meeting	All	D	Clarify assignments/tasks and persons responsible Identify items for next month's agenda Box 2A timeline- will be on May agenda

**Spring 2018 meeting schedule:**

**May 08, 2018**

**June 12, 2018**