

EEO COMMITTEE MEETING AGENDA
Tuesday, May 8 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: Vacant

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 May 10, 2018 Approve Minutes for April 10, 2018	Alex/Sabrina	A A	Review and Approval
Standing Items					
4.	20	Report on Districtwide EEO Advisory Committee Meeting <ul style="list-style-type: none"> • Overall report • Laura Schulkind Training • DEEOAC Project Proposal 	Alex/Sabrina	I,D I,D D	Information, Follow-up Follow up from DEEOAC- training beyond Laura Schulkind's Budget Creation for Hiring Toolkit proposal – develop working team, look at NCORE rubric for information
5.	40	EEO Sub-Committee Report-Outs <ol style="list-style-type: none"> 1) Culture in the Workplace <ol style="list-style-type: none"> a) New Employee Survey 2) Hiring A Diverse Workforce <ol style="list-style-type: none"> a) Diversity language in job descriptions b) Manager Hiring Grid c) LMC Defining Language 	All	D A,D D D	Information sharing, discussion Continued Discussion Review job descriptions, classification language http://www.losmedanos.edu/eo/documents/Managershiringgrid.2.pdf - Continued Discussion Discussion on Language for job announcements Value Statement
6.	10	Other report-outs <ol style="list-style-type: none"> 1) Hiring, Diversity and Faculty Hiring Conference in LA 	Porter	I	Information on key points from conference

New Business					
7.	10	1) Flex Planning 2) NCORE Rubric 3) Candidate information on paper screening 4) Plan Development for Report to President	Erich Townsend Belman Townsend	A I,D I,D,A I,D,A	Develop plan for Box 2A, look at timeline Information Discuss to take action on removing information of candidates to eliminate bias' Develop plan on disaggregated data on hires in each category
Wrap-Up and Next Steps					
8.		Next Steps and Future Agenda Items <ul style="list-style-type: none"> Follow-up Items for next meeting 	All	D	Clarify assignments/tasks and persons responsible

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