

DRAFT LMC EEO COMMITTEE MEETING MINUTES

Tuesday, February 9, 2021

3:30pm to 4:50pm / ZOOM

Attendance of Membership: ()

Co-Chairs: Sabrina T. Kwist, Carlos Montoya
Student Representative: Elizabeth "Liz" McLaurin, **Luisa Velasquez**
Classified Representatives: **Vacant**, Abbey Duldulao, Irma Gregory
Faculty Representatives: Nidia Gonzalinajec, **Michael Shieh**, Kim Wentworth
Manager Representatives: Dave Belman, Teresea Archaga, **Steven Freeman**

Item #	Approx. Time (minutes)	Topic/Activity	Notes
1.	Welcome		
2.	Public Comment and Announcements		Anti-racism pledge available at www.losmedanos.edu/blm for community to sign
3.	Approve Agenda for February 9, 2020 Approve Minutes from December 8, 2020		Agenda – 1 st Kim Wentworth, 2 nd Teresea Archaga Minutes- 1 st Abbey Duldulao, 2 nd Teresea Archaga modification, in title to reflect "minutes"
Old Business			
4.	SGC Update: Charges aligned to EMP		C. Montoya--Currently under review by the constituency groups. First read by SGC complete.
New Business			
5.	Technology Plan: Draft Goals & Objectives		C. Montoya reviewed the following documents and were encouraged to complete survey by 22 nd . https://www.losmedanos.edu/tag/techplan20-25.aspx https://www.losmedanos.edu/tag/DraftTechnologyPlanThemesv2.pdf https://docs.google.com/forms/d/e/1FAIpQLSesDahqutPQ73n4pLofvDLKHfyR-FG5XXvfZ578MM6-AQbxLw/viewform
6.	DEEOAC report		Irma Gregory shared update from DEEOAC meeting from 2/4 Reviewed the district committee discussion on employee hiring data and the impacts of COVID <ul style="list-style-type: none">Data can be found: https://tableau1.4cd.edu/#/views/EmployeeDiversityStudy/EmployeeGroup?.iid=1 The committee explored the impact of reduced students and hourlies due to remote status during COVID and asked how does this impact our diverse workforce goals. Full presentation https://email4cd.sharepoint.com/:p/s/LMC/eeo/ER8DP7VsV41KtKh-w2nDXvUBz1w89S0vFMnlZCsPF34h2A?e=jmRHeA

7.	Hiring a Diverse Workforce	D. Belman and S. Kwist updated the committee on the Faculty Hiring timeline and shared current uses of IDEA toolkit, presentation to faculty regarding norming for equity prior to interviews and provided support during a meeting of hiring chairs convened by R. Pederson.
8.	Implicit Bias: USC Resources and Next Steps	S. Kwist shared new resources available to the committee in the share-point and updated the status of USC e-convening.
9.	Sub-Committee Membership and Development	All-Committee broke into two groups to look closely at the charges, align their activities and develop new working group goals for the upcoming year.
Committee Business		
10	Next Steps and Future Agenda Items	Summarized takeaways to Constituency Groups- share status of charges, share implicit bias resources, and emphasized the support of the review of technology plan.
9.	Adjourn Meeting	

EQUAL EMPLOYMENT OPPORTUNITY (EEO) COMMITTEE

Amendment of Charges

EEO will promote a positive educational and working environment that will foster appreciation and inclusion of the diverse population of California by:

1. Advising, assisting, and making recommendations to the college on the implementation of a District-wide EEO plan. (EMP Objective 1.1, 1.3, 1.6)
2. Developing and implementing effective equal employment opportunity practices and programs at the college. This includes, but is not limited to, visibility of staff diversity and disability access. (EMP Objective 1.1, 1.2, 1.3, 1.4, 1.5, 1.6)
3. Sponsoring or co-sponsoring events, training, or other activities that promote equal employment opportunity, non-discrimination, unconscious bias awareness, cultural/disability awareness, retention and diversity, and cross-cultural communication and collaboration. (EMP Objective 1.1, 1.2, 1.6, 2.2)
4. Creating a plan to monitor all selection committees for ethnic, gender, and disability balance, and to ensure the integrity of following the requirements and the intent of the EEO process to hire a more *diverse workforce and report the findings to the President for any necessary action (specific action if required) (see 4c and Employee Demographics). (EMP Objective 1.1, 1.3, 1.4, 1.5)
5. Participating on the District Equal Employment Opportunity Advisory Council (DEEOAC).
6. Working with college and District leadership to provide regular annual reporting to various constituencies/forums on the status (and changes) in the diversity of LMC's workforce. (see 4cd and Employee Demographics) (EMP Objective 1.2, 1.4, 1.6, Goal 2)

Reference: Title 53001(a) (1) and included in the Contra Costa Community College District Equal Employment Opportunity Plan 20-16-2019

*Diversity: means a condition of broad inclusion in an employment environment that offers equality and respect for all persons. It requires both the presence, and the respectful treatment of individuals from a wide range of ethnic, racial, age, national origin, religious, gender, sexual orientation, disability and socio-economic backgrounds. The District recognizes that diversity in an academic environment promotes academic excellence; fosters cultural, racial and human understanding; provides positive role models for all students; and creates an inclusive and supportive educational and work environment for students, employees, and the community.

Monitored Group: means those groups identified in Title 5, Section 53004(b) for which monitoring and reporting is required pursuant to Title 5, Section 53004(a). Monitored groups are men, women, American Indians or Alaskan Natives, Asian or Pacific Islanders, African Americans, Latinos, Whites, and persons with disabilities.

Our alignment to LMC Educational Masterplan 2020-2025 Goals:

These charges support EMP goals 1 and 2:

1. Strengthen a culture of equity, diversity, inclusion, and racial justice.
2. Increase and maximize equitable opportunities for students to successfully complete courses and programs.