

EEO COMMITTEE MEETING AGENDA
Tuesday, February 13, 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, Vacant, 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 and Alex		
2.	5	Public Comment and Announcements	Sabrina and Alex		
3.	5	Approve Agenda for February 13, 2018 Approve Minutes for November 14, 2017	Sabrina and Alex	A	Review and Approval
4.	1-2	EEOC Faculty Rep approval	All	A	Approval of Erich Holtmann to EEO
Standing Items					
5.	10	Report on Districtwide EEO Advisory Committee Meeting <ul style="list-style-type: none"> • Overall report 	Sabrina	I,D	Information, Follow-up
6.	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) IDEA Toolkit b) Charges c) Diversity language in job descriptions d) Manager Hiring Grid 	All Belman Janice	I, D I I, D I, D I, D	Information sharing, discussion Information, Background and Development. Applicable to various job classifications. http://www.losmedanos.edu/eeo/documents/IDEAToolKit.pdf http://www.losmedanos.edu/eeo/documents/Managershiringgrid.2.pdf
7.		Other report-outs	All		Information on other committee report-out

	10	1) Language of Leadership Presentation	Teresea Archaga	I	
<i>New Business</i>					
8.	10	Next Steps and Future Agenda Items <ul style="list-style-type: none"> • Follow-up Items List for next meeting 	Sabrina and Alex	D	Clarify assignments/tasks and persons responsible Identify items for next month's agenda

Spring 2018 meeting schedule:

Feb. 13, 2018

March 13, 2018 (in MA-142)

April 10, 2018

May 08, 2018

June 12, 2018

DRAFT