**EEO COMMITTEE MEETING AGENDA**

**Tuesday, March 14, 2017 2:30pm – 4:30pm**

**Core Conference Room SS4-409**

###### Committee Membership:

###### Co-Chairs: Sabrina Kwist and V.P. of Business Services (Vacant non-voting)

Classified Representatives: Abbey Duldulao, Tamara Green

Faculty Representatives: Theodora Adkins, James Noel, Janice Townsend

Manager Representatives: Dave Belman, A’kilah Moore, Carla Rosas

Student Representatives: Israel Castro

Support: Vacant

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| Item # | *Time* | ***Topic/Activity*** | ***Lead*** | ***I****nformation*  ***D****iscussion*  ***A****ction* | ***Desired Outcome*** |
|  | 5 | Welcome | Abbey |  |  |
|  | 4 | Public Comment and Announcements | Abbey |  | Listen to our College Community |
|  | 1 | Choose a note taker | Abbey |  |  |
|  | 5 | Approve Agenda for March 14, 2017  Approve Minutes from November 8, 2016 meeting  Approve Minutes from February 14, 2017 meeting | Abbey | A | Review and Approval |
| Follow-up | | | | | |
|  | 5 | Seeking Cultural Competence in hiring  Updated manager hiring worksheet | Janice | I | Information |
|  | 5 | Email to ask district to formalize campus hiring process options | Sabrina | I | Information |
|  | 5 | Letter to college president regarding Kimberly Papillion | Tamara | I, D,A | Information |
|  | 5 | Student representation on the DEEOC | Israel | I, D, A |  |
| ***Reports*** | | | | | |
|  |  | Report on Districtwide EEO Advisory Committee Meeting  No Meeting since last EEO meeting | Dave | I | Information only |
|  | 15 | EEO Sub-Committee Report-Outs   * Updates from sub-committees and prioritization of actions * Retaining a Diverse Workforce/ Changing the Culture to Support a Diverse Workforce - Carla R., Dave B. and A’kilah M., Israel C. * Hiring a Diverse Workforce - Janice T., Abbey D., Tamara G. and Theo A. | All | I, D, A | Information sharing, discussion and possible approval of potential action plans |
| ***Old BUSINESS*** | | | | | |
|  | 15 | * SGC Approval of EEOC Charges   Classified Senate  Academic Senate | Janice/Abbey | I, D, A | Information and discussion of any required additional follow-up |
| 1. 0020 | 5 | Clarifying:  Membership on DEEOAC (Need 3)- March 17 meeting   * Vice President of Business and Administrative Services * Dave Belman * James Noel – Theodora Adkins Alternate * Israel Castro * Tamara Green applying with Classified Senate * Student Rep | Janice | I, D, A | Information sharing, discussion and possible approval – Clarify voting members |
|  | 30 | Follow-up from DEEOC Meeting with Tamara, Abbey and Ruth   * EEOC role in manager hires * Role of EEOC-what is our vision | Janice  Abbey | I, D, A | Bring recommendation to senates |
|  | 10 | Follow-up/Next steps from Kimberly Papillion’s training   * Professional Development * Letter * Other follow-up? | Janice/Tamara | I, D, A | Information sharing, discussion and possible approval of next steps |
| ***New Business*** | | | | | |
|  | 10 | Next Steps and Future Agenda Items   * Follow-up Items List for next meeting * Spring 2017 Meeting Dates – Feb 14th, Mar 14th, Apr 11th and May 9th | Abbey | D | Clarify assignments/tasks and persons responsible  Identify items for next month’s agenda |

Ongoing:

Administrative support for the Committee