**EEO COMMITTEE MEETING AGENDA**

**Tuesday, September 12, 2017 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, Tamara Green

Faculty Representatives: Vacant, James Noel, Janice Townsend

Manager Representatives: Dave Belman, Vacant, Carla Rosas

Student Representatives: Vacant, Vacant

Support: Clarissa Cadena

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| Item # | *Time* | ***Topic/Activity*** | ***Lead*** | ***I****nformation*  ***D****iscussion*  ***A****ction* | ***Desired Outcome*** |
|  | 5 | Welcome | Sabrina and Alex |  |  |
|  | 5 | Public Comment and Announcements | Sabrina and Alex |  |  |
|  | 5 | Approve Agenda for September 12, 2017  May 9, 2017- No Quorom | Sabrina and Alex | A | Review and Approval |
| Follow-up | | | | | |
|  | 5 | Email to ask district to formalize campus hiring process options | Sabrina | I,D | Information and follow-up |
|  | 10 | Hidden bias training for hiring | All | I, D | Information sharing |
|  | 5 | Letter to college president regarding Kimberly Papillion | Tamara/Sabrina | I, D | Information and follow-up |
| ***Reports*** | | | | | |
|  | 5 | Report on Districtwide EEO Advisory Committee Meeting   * Overall report | Alex | I,D | Information |
|  | 10 | EEO Sub-Committee Report-Outs   * Updates from sub-committees – Items not agenized as old or new business | All | I, D | Information sharing, discussion and possible approval of potential action plans |
| ***Old BUSINESS*** | | | | | |
|  | 20 | SGC Approval of EEOC Charges   * Classified Senate * Academic Senate * Associated Students * Date for SGC- Who Presents | Alex | I, D, A | Information and discussion of any required additional follow-up |
|  | 20 | Manager Hiring Grid   * Academic Feedback regarding Manager Hiring Grid * Managers’ plan (Instructional Deans, Student Support, road show, etc) * Classified Senate * Next Steps | Janice  Dave and Carla  Abbey | I, D |  |
|  | 20 | New Employee Survey   * Work plan and timeline   Exit Survey   * Can we get the questions from District * Carla to share models | Carla and Dave | I,D |  |
| ***New Business*** | | | | | |
|  | 10 | Next Steps and Future Agenda Items   * Follow-up Items List for next meeting * Fall 2017 meeting dates: Oct. 10, Nov. 14, Dec. 12, 2017 | Sabrina and Alex | D | Clarify assignments/tasks and persons responsible  Identify items for next month’s agenda |

Ongoing: