

EEO Subcommittee Report Out:

Date: November 14, 2017

Culture in the Workplace: Retaining and changing the culture to support a diverse workforce.

Goal: Design a survey for new permanent classified employees. Also, establish a plan for implementation.

Subcommittee met on Tuesday, November 7, 2017

Members present: Teresea Archaga, Grace Villegas, and Carla Rosas

Items discussed

- Reviewed survey and made additional updates/recommendations
 - o Survey to be completed at 6 month mark
 - o Annual report to be shared with Presidents Council, PDAC, etc.
- We are on the Classified Senate agenda for Friday, November 17th for feedback/input on survey.
- Questions that have come up include the following:
 - o Do we want to capture individuals that are new to their position, such as voluntary transfer?
 - o If the survey is anonymous, and a person opts to include their information how would HR then proceed with the information received?
 - o Will this need to be reviewed by the union?

Next meeting scheduled for Tuesday, December 5, 2017, 1-2pm, CO-423

Date: October 10, 2017

Culture in the Workplace: Retaining and changing the culture to support a diverse workforce.

Goal: Design a survey for new permanent classified employees. Also, establish a plan for implementation.

Subcommittee will meet once a month: November, December, February, and March.

- Will recruit participants with the help of Classified Senate. Ideally participants will be representative of classified staff across the college.

Additional notes:

- Survey will be disseminated at the 3 month mark. It should align with the first evaluation that occurs at the 3 month mark.
- Include questions that are specific to staff that has previously engaged with the college (previous student, hourly, etc.),
- Request a comprehensive report once a year to be reviewed by EEO.