

Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Minutes of March 12, 2018
9:00 a.m. – 10:30 a.m. Building 4, Room 2320

Committee Members:

- | | | | | |
|--|--|--|--|--|
| <input checked="" type="checkbox"/> Maria Davis, Faculty | <input checked="" type="checkbox"/> Kambiz Khoddam, Faculty | <input checked="" type="checkbox"/> Joanne Franco (Notes) | <input type="checkbox"/> Lina Soto, Faculty (Co-Chair) | <input checked="" type="checkbox"/> Lorina Boon, Continuing Ed Rep |
| <input checked="" type="checkbox"/> Manoj Jayagoda, ACCESS | <input checked="" type="checkbox"/> Ryan Wilson, Designee | <input checked="" type="checkbox"/> Daniel Garcia, Student | <input type="checkbox"/> Rosa Asencio, CSEA 262 | <input checked="" type="checkbox"/> Sokha Song, Dir. EEO Programs & Title IX Coord. (Co-Chair) |
| <input type="checkbox"/> Clarence Banks, Mgmt. Rep. | <input type="checkbox"/> (VP, HR) | <input type="checkbox"/> Susan Wright, Faculty | <input type="checkbox"/> Rep | <input checked="" type="checkbox"/> Diana Dzib, Classified Senate Rep |
| <input checked="" type="checkbox"/> LaToya Bass, Confidential Rep. | <input checked="" type="checkbox"/> Michelle Stewart-Thomas, Faculty | <input type="checkbox"/> Melinda Bowen, Faculty | <input checked="" type="checkbox"/> Ruben Flores, CSEA 651 Rep | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • Meeting began at: 9:05am • New representatives: Diana Dzib, Classified Senate and Student Representative, Daniel 	
2. Agenda Review	<ul style="list-style-type: none"> • Agenda approved with changes added #8 Voluntary Demographic Information in Employment Application (PeopleAdmin) 	
3. Review Minutes from November 13, 2018 and December 4, 2017 meetings	<ul style="list-style-type: none"> • Minutes from November 13 meeting approved / accepted with changes. Item 5: add: “provide” to a statement under action/outcome Item 10: remove statement “uphold hiring” and replace with “hire” (under discussion/comments); In CA: <ol style="list-style-type: none"> 1. Pay equity: the only way you can get salary information is if the applicant voluntarily provides the information 2. Convictions: law says it has to be related to the position, if not hired with a conviction; cannot ask for convictions and employer has to provide a written statement as to why they are not hiring the individual, if they reject 3. non-binary: on Driver’s License, not for us • Minutes from December 4 meeting approved / accepted. 	
4. Committee Membership: Choosing an additional co-chair (tri-chair)	<ul style="list-style-type: none"> • CEDC members in Classified positions were requested to provide a statement should they be interested in serving in the tri-chair capacity. • The statement was provided to the committee for review • All approved Rosa Asencio as the Committee tri-chair 	
5. Allocation Model	<ul style="list-style-type: none"> • Every year required to submit this to the Chancellor’s Office. • Prior, 6 of the 9 methods were required, but now the requirement is 7 of the 9 methods • A discussion regarding how the District had met the 9 multiple methods took place. A suggestion for trainings to take place in some Sociology classes for students. The topic of safety was brought up and a concern will be emailed to Sokha regarding the lighting in a certain area on campus. • The updated documents need to go to the May Board meeting 	<ul style="list-style-type: none"> • Joanne will send out the updated documents to the committee

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ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<p>6. EEO Plan</p>	<ul style="list-style-type: none"> • The committee will begin its review in the Fall as the current EEO Plan will need to be updated and approved • Some changes that need to be made: <ul style="list-style-type: none"> Removing names Removing specific advertising sites and focus on demographic groups 	<ul style="list-style-type: none"> • Joanne will send out the EEO Plan to all
<p>7. Diversity Climate Survey</p>	<ul style="list-style-type: none"> • The committee discussed the breakdown of the categories • The committee discussed using the correct terms for physical and mental disability and how the person taking the survey would be able to determine a mental disability. • The committee will decide if they should rephrase or delete number 11 • The committee would like to add additional comments or experiences, as they have decided they did not want to go through Research and Institutional Effectiveness for the survey • Another topic that was discussed was internal vs. external hiring, and adding a question. 	<ul style="list-style-type: none"> • Joanne will send out the survey to all • Committee will send recommendations / suggestions • Each protected category needs to be defined
<p>8. Voluntary Demographic Information in Employment Application (PeopleAdmin)</p>	<ul style="list-style-type: none"> • In the November meeting, the demographic information was reviewed and brought forward to the committee • Ethnicity, Age and gender was reviewed and this information is voluntary and the choices are broken down by a definition of each • HR will now be able to provide diversity reports via PeopleAdmin • Sokha's goal is to provide demographic information to include all stages of the application process: <ul style="list-style-type: none"> Applicants selected Minimum Qualifications Selected for interview Selected for hire • The committee would like to receive a report by June • A discussion took place regarding the demographic information of the committee and Sokha explained that we should work on the applicants first and can maybe look into the committee demographics at a later time. 	
<p>9. Open Session(open items)</p>		
<p>10. Future Meeting Topics</p>	<ul style="list-style-type: none"> • Diversity Climate Survey • EEO Plan 	
<p>11. Information to President's Advisory Council (PAC) - Ongoing</p>		

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ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
12. Set agenda for next meeting	<ul style="list-style-type: none"> • Welcome/Introductions • Review Memory from March 12, 2018 • Agenda Review • Diversity Climate Survey • Allocation Model Question • Open Session (open items) • Future Meeting Topics • Information to President's Advisory Council (PAC) - Ongoing • Set agenda for next meeting 	

Meeting ended at: 10:32am

FUTURE MEETING DATES:

Date	Time	Location
April 9, 2018	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
May 14, 2018	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
June 4, 2018	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320