

Solano Community College
Equity and Inclusion Advisory Council
November 5, 2012, 1:00 p.m.
Room 902

Meeting Minutes

In attendance: Immaculate Adesida, Jesse Branch, Rich Cross, Lynette Gray, Judy Nash, Tasha Smith, Judy Yu

Convene – 1:05 p.m.

1. **Review/Approve Minutes and Agenda** Moved: R. Cross, Second; T. Smith

2. **EIAC Members/Introductions continue:** All

Immaculate Adesida welcomed all and let team know the new Chair, Donna Luttrell-Williams, would not be attending, so she requested Vice Chair, Judy Nash, guide the meeting. EIAC members represent:

Academic Senate	Karen McCord	absent
ALG	Judy Yu	present
CSEA	Donna Luttrell-Williams	absent
EEO Officer	Immaculate Adesida	present
Disability Services Program	Judy Nash	present
Veterans	Jesse Branch	present
Ethnic Minority Coalition	Tasha Smith	present
Student Representative	Ciclydy Rodriguez representative Kelcey Cromer	withdrawing, per student
Local 39	Rich Cross	present
Former EEO Officer	Charo Albarrán	absent
Former Member/Secretary	Lynette Gray	present

- Lynette updated all on EIAC biographies in file, and requested Rich Cross and Jesse Branch resend their bios to her email.
- The members present decided to postpone EIAC Group photos, due to critical members being absent. Plan to take photos at next meeting, December 5, in Room 902.
- Continuing discussion on “What Diversity means”?
 - It was evident with the election, Obama headquarters vs. Romney headquarters on election night;
 - In addition to race, ethnicity, national origin, age, gender and the visible, there’s also lifestyle, socioeconomic status, education levels, learning styles, ability/mobility, etc.;
 - Other diversity considerations include: survivors of domestic abuse and sexual orientation/preference, as well.

3. **Recruitment Update:**

Immaculate Adesida

- Need to make sure Veteran students and Veteran community see posted openings. Question to Jesse Branch, "Should job openings be on Veterans page, and on HR page?" Redundant, but important to place a Highlighted Box with information for Veterans on their page, that there may be SCC job openings for them to apply.
 - Also, post hard copies of positions in the Veterans Center – not all Vets have access to the internet at home.
- 30 openings posted on Human Resources, Vacancies page, currently
 - Opening are posted in all free/low cost websites:
 - CalJOBS
 - CCC Registry (all community colleges' jobs)
 - Universities
 - Craigslist (small cost)
 - HireEd (pricey, some are listed there)
- Immaculate is interested in all job posting options – if you know of additional sites to post jobs, let her know!
- EEO Training is REQUIRED, as an EEO Compliance issue. The EEO Officer is required to conduct training for persons sitting on hiring committees.
 - Between 100-140 staff have completed the EEO Training to date.
 - Encouraged all EIAC member to attend training
 - Tasha requested Immaculate attend School meetings, to share the importance of EEO training. It is important for ALL to hear.

4. **Goals for 2012/2013 – Subcommittee updates**

- Campus Climate Subcommittee: Lynette reported out on the Subcommittee. Recap from 10/30/2012 attached.
 - Charo still attempting to contact Sid Peel, UC Berkeley
- EEO Plan Subcommittee: Have not met. All will review EEO Plan and meet in December, working around finals schedule – may be January.

5. **EEO Plan – same as before**

- Current DRAFT was attached to October Minutes email.
- Corrective Action Plan – How to resolve "Who we are?" and "Where we are going?"
 - It is based on a 1992 model, currently in compliance, never reviewed by the Governing Board.

- EEO Data now available through NeoGov.
- Language is dated. Charo will seek professional updates former a former colleague.
- Charo will request and review with Los Rios, that has a "Perfect Model"
- State date is NOT available, as needed. DRAFT = pending funds

6. **Adjourn:** 2:10 p.m.

Moved: J. Nash, Second: R. Cross

Next meeting Date: December 5, 2012, 1:00 – 2:00, Room 902

Subcommittee: Climate Survey

10/30/2012, 2:00 – 3:30 p.m.

Review of Focus – Meeting Recap

Attendees: Charo Albarrán, Lynette Gray, Donna Luttrell-Williams

Purpose(s) of Climate Survey:

1. EEO Plan – Out of Compliance
2. Recruitment – of diverse, skilled and talented workforce
3. Climate: “How do students feel they are treated?”
 - a. Also, whole community: faculty and staff

EIAC also intends to have a wide assortment of “Diversity Resources”; available on our SCC website, as a portal of links to training, information, resources – for ALL, students, faculty, staff and community.

Development of Climate Survey:

1. Original work by Donna and Lynette on Attitudes and Behaviors, from Carleton College, on HOLD
2. Possibly coordinate survey development with Michal Wynn, contact Dr. Karen McCord. (Lynette)
 - a. Timeline for Survey – Fall 2013
 - b. Also develop, link other resources with Dr. McCord and/or Michal Wynn
3. Kelcey Cromer made an offer for “Meet and Greet” coordination, in later November. Follow-up who, what, when, where, why. (Lynette)
4. Mostafa – tie in with ASSC, share Climate Survey plans with student leadership; be prepared to deal with survey results. (Charo)
5. Gather samples of other Climate Surveys from community colleges within 100 miles- first, then a larger area, if results are not adequate. (Donna)

Last, Lynette will send a reminder email to EIAC, meeting location room change and group photo being taken.

Next full Equity and Inclusion Advisory Council meeting: November 7, 2012, 1:00, Room 902