

**EIAC Minutes for February 5, 2014 (2 pages total)**

**Room 414 12:00 – 1:00 p.m.**

In attendance: (Voting members) Luis Garcia, Karen McCord, Tasha Smith, George Olgin, Judy Yu; Richard Cross, Jesse Branch

Advisory members: Shemila Johnson, Jose Ballesteros, Annette Dambrosio

Guest: Bruce Peterson

Absent: Judy Nash, Charo Albarran

Minutes of December 2013 were approved Garcia/Olgin by consensus

Notes of January 2013 were approved by consensus (no formal notes were taken in January as the meeting was a voluntary meeting to analyze the EIAC student survey done in October 2013).

Jesse Branch reported that SCC is in compliance with the Clery Act as SCC's Police Department submits an annual report and submits an activity or incident log as required by law (there is a link on the Police Services page). The Police department publishes the log as it allows faculty and staff to be more vigilant concerning any incidents that take place at our College. He concluded that SCC-- while in compliance--is "not where we should be."

Currently the SCC Police department is working on a notification system and Cyndy will be completing a more regular monthly report. Branch recommended that EIAC could be instrumental in publicizing the Police log. The group brainstormed how they might assist the Police department and suggested that we publish write a letter to the student newspaper (Tempest), Safety Committee, and that we recommend that information on the Clery Act is a part of Student orientation and New Employee orientation (Shemila would find out about Student orientation). EIAC members suggested that SCC publicize that police escorts are available (suggestion to evening administrators to include the information) and to have cards or notices printed to distribute in evening classes, library, etc. so students, faculty and staff are aware that escorts are available. Furthermore, it was recommended that the EIAC group write a letter to the Tempest to encourage them to publish the monthly activity log and to publish information on bulletin boards on campus. Another suggestion was to publish information on MySolano. Dambrosio volunteered to write a letter to the Tempest and other groups as needed.

Richard Cross reported that all lights on the Fairfield campus are being replaced and that Buildings 1700 and 300 are already completed. A better lighting system will improve safety at SCC.

Bruce Peterson, Associate Vice President (EIAC guest) suggested that we need a "game plan" to figure out what additional data is needed to further staff equity.

Karen McCord suggested that we lose some students at the door because we do not uniformly treat students well. Luis Garcia stated that transportation is a huge issue for our students. All agreed that we need more “customer service” training. An additional suggestion was to provide more Equity training.

In March, the Staff Equity Plan will be reviewed again. It was suggested that we should compile more formal action items to address Staff Equity and to make recommendations to revise the EEO Plan as needed.