Area Plans

Area	**Staff Equity and Diversity**	Manager	**Charo Albarran**

Mission	Promote equity for all members of the Solano Community College community by leading efforts and building sustainable partnerships to transform the campus environment and embrace critical diversity, holistic learning, inclusive excellence and social justice; and, in this way, foster a climate that imbues diversity as an asset.

Annual Review 2014

Priority		Status	In Progress	Responsibility	AVP HR	Budget	

Project Start	01-May-14	Project End	31-Aug-14	Days Until Completion	305

Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Review External Drivers	These include ACCJC CCCCO	01-May-14	31-May-14	☐	
Review Internal Drivers	To Include Clery Report Current Plan Progress	01-Jun-14	15-Jun-14	☐	
Review EEO Data	Applicants, Interviewed, Hired and Current Staffing Data	16-Jun-14	01-Jul-14	☐	
Amend Plans and Timelines		01-Jul-14	31-Aug-14	☐	

Diversity Events

Priority	Status	In Progress	Responsibility	Budget
Project Start	01-Jan-14	Project End	30-Sep-14	Days Until Completion	335
Estimated Total Costs		Funding Source		

Activity Title	Activity Description	Start	End	Complete	Activity Notes
2014 MLK Celebration		01-Jan-14	31-Jan-14	☐	
2014 Black History Month		01-Feb-14	28-Feb-14	☐	
2014 Womans History Month		01-Mar-14	31-Mar-14	☐	
2014 Foreign Language Night		01-Apr-14	30-Apr-14	☐	
2014 Cinco de Mayo		05-May-14	05-May-14	☐	
2014 Pow Wow		01-Jul-14	31-Jul-14	☐	
2014 Geneology Workshops		01-Sep-14	30-Sep-14	☐	
2014 Diversity Events Review	review 2014 events and plan 2015 calendar	01-Aug-14	31-Aug-14	☐	

Ed Code Compliance Training

Priority	Status	In Progress	Responsibility	Budget
Project Start	31-Dec-13	Project End	01-Jul-16	Days Until Completion	975
Estimated Total Costs		Funding Source		

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Fall 2013 Workshops Delivered		31-Dec-13	31-Dec-13	☐	
Spring 2014 Workshops Delivered		31-May-14	31-May-15	☐	
2014 Workshop Evaluation		01-Jul-14	31-Jul-14	☐	
Fall 2014 Workshops Delivered		31-Dec-14	31-Dec-14	☐	
Spring 2015 Workshops Delivered		31-May-15	31-May-15	☐	
2015 Workshop Evaluation		01-Jul-15	01-Jul-15	☐	
Fall 2015 Workshops Delivered		31-Dec-15	31-Dec-15	☐	
Spring 2016 Workshops Delivered		31-May-16	31-May-16	☐	
2016 Workshop Evaluation		01-Jul-16	01-Jul-16	☐	

NeoGov Reporting

Priority		Status	In Progress	Responsibility		Budget	

Project Start	01-Oct-13	Project End	06-Jan-16	Days Until Completion	798

Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
NeoGov Training for HR Staff		01-Oct-13	31-Dec-13	☐	
Spring 2014 Reports Produced		02-Jun-14	02-Jun-14	☐	
Fall 2014 Reports Disseminated		06-Jan-15	06-Jan-15	☐	
Spring 2015 Reports Disseminated		02-Jun-15	02-Jun-15	☐	
Fall 2015 Reports Disseminated		06-Jan-16	06-Jan-16	☐	

Hiring Policy Review

Priority		Status	In Progress	Responsibility		Budget	

Project Start	01-Oct-13	Project End	31-May-15	Days Until Completion	578

Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Faculty Hiring Policy Review	Academic Senate, SCFA, and HR will establish a plan to revise all faculty hiring policies. All faculty hiring policies will be reviewed by the end of the 2014-2015 academic year.	01-Oct-13	31-May-15	☐	
Non Faculty Hiring Policy Review	Superintendent-President to review existing policies and procedures and determine necessity for revisions.	01-Nov-13	31-Jan-14	☐	
EEO in Non Faculty Priority Process	Look at ways EEO issues can be addressed in Non Fac Prioritization	03-Mar-14	31-Mar-14	☐	

Diversity Survey

Priority	Status In Progress	Responsibility	Budget
Project Start 01-Oct-13	Project End 29-Nov-13	Days Until Completion 30	
Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Design Survey		01-Oct-13	31-Oct-13	☐	
Issue Survey		04-Nov-13	04-Nov-13	☐	
Disseminate Survey Results		29-Nov-13	29-Nov-13	☐	

Expand Community Outreach efforts to increase diversity.

Priority	Status In Progress	Responsibility	Budget
Project Start 30-Sep-13	Project End 30-Aug-16	Days Until Completion 1035	
Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Send letter to local businesses		30-Sep-13	30-Sep-13	☐	
Generate local business list		29-Nov-13	29-Nov-13	☐	
2014 Letter		30-Aug-14	30-Aug-14	☐	
2015 Letter		30-Aug-15	30-Aug-15	☐	
2016 Letter		30-Aug-16	30-Aug-16	☐	

On-Line Resources

Priority	Status **Overdue**	Responsibility **EIAC**	Budget
Project Start 05-Sep-12	Project End 07-Nov-12	Days Until Completion -357	
Estimated Total Costs		Funding Source	

Activity Title	Activity Description	Start	End Complete	Activity Notes
Research UC campus' Davis and Berkeley	Connect with UC Berkeley regarding resources available under the Walter and Evelyn Haas Foundation. Research resources available at UC Davis	05-Sep-12	07-Nov-12 ☐	
Committee Bios	Create bios for each EIAC member to be placed on the website under Diversity. The purpose of this is to allow the District community to view the diversity represented on the council and what the commitments of each member are.	05-Sep-12	31-Oct-12 ☐	Creating questions/format in which the bio should be set up. Scheduling pictures to be taken. Contacting IT to place a link under HR for Diveristy items.
Research Links for online resources	Speak to local diversity group for available links to add to our website on equity and inclusion	05-Sep-12	07-Nov-12 ☐	Richard Cross will speak with his son-in-law on the work he is doing with a local group on diversity.

Links to Area Outcomes

EEO Compliance

	strategic objectives	core competencies
related to:	4.2 Maximize Institutional Effectiveness	IIIB - Social Diversity & Civics
		IVC - Workplace Skills

Campus Climate Survey

Priority		Status	Overdue	Responsibility	EIAC	Budget	
Project Start	07-Dec-11	Project End	05-Dec-12	Days Until Completion	-329
Estimated Total Costs			Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Best Practice Research	Review campus climate surveys used at other institutions	07-Dec-11	05-Dec-12	☐	
Create subcommittee	Create subcommittee to address the creation of the campus climate survey and how to desiminate the information	05-Sep-12	03-Oct-12	☐	

Links to Area Outcomes

EEO Compliance

strategic objectives related to:	core competencies
4.2 Maximize Institutional Effectiveness	IIIB - Social Diversity & Civics
	IVC - Workplace Skills

Staff Diversity Plan Update

Priority		Status	Overdue	Responsibility	Immaculate Adesid	Budget	
Project Start	07-Dec-11	Project End	31-Jan-13	Days Until Completion	-272
Estimated Total Costs			Funding Source	

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Review Staff Diversity Plan with EIAC	Review and discuss the Staff Diversity Plan with EIAC.	07-Dec-11	31-Jan-13	☐	Tie the Staff Diversity Plan to the EEO Plan.

Links to Area Outcomes

EEO Compliance

strategic objectives related to:	core competencies
4.2 Maximize Institutional Effectiveness	IIIB - Social Diversity & Civics
	IVC - Workplace Skills

Staff Diversity Advisory Council Defined

Priority		Status	Complete	Responsibility	Staff Diversity Advi	Budget	
Project Start		18-Nov-11		Project End	18-Nov-11	Days Until Completion	-712
Estimated Total Costs				Funding Source			

Activity Title	Activity Description	Start	End	Complete	Activity Notes
EAIC Meeting 11/18/2012	The parameters for the new Staff Diversity Advisory Council were approved at the first meeting on November 18, 2011	18-Nov-11	18-Nov-11	☑	

Links to Area Outcomes

EEO Compliance

related to:

strategic objectives

4.2 Maximize Institutional Effectiveness

core competencies

IIIB - Social Diversity & Civics

IVC - Workplace Skills

Develop a Mission and Vision Statement and Core Values

Priority	1	Status	Complete	Responsibility	EIAC	Budget	
Project Start		18-Nov-11		Project End	07-Dec-11	Days Until Completion	-693
Estimated Total Costs				Funding Source			

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Develop Mission and Vision Statements and Core Values	Staff Diversity Advisory Council Develop Mission and Vision Statement and Core	18-Nov-11	07-Dec-11	☑	

Links to Area Outcomes

EEO Compliance

related to:

strategic objectives

4.2 Maximize Institutional Effectiveness

core competencies

IIIB - Social Diversity & Civics

IVC - Workplace Skills

EEO Plan Update

Priority		Status	Overdue	Responsibility	Immaculate Adesid	Budget
Project Start		03-Oct-11	Project End	31-Dec-12	Days Until Completion	-303
Estimated Total Costs				Funding Source		

Activity Title	Activity Description	Start	End	Complete	Activity Notes
Updated and provided EEO Plan in draft for m	The EEO Plan is in draft form due the lack of availability data from the state.	03-Oct-11	31-Dec-12	☐	The EEO Plan is in draft form due the lack of availability data from the state.