

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

**Committee Members:**

- |  |  |  |  |  |
|--|--|--|--|--|
| <input type="checkbox"/> Maria Davis, Faculty              | <input checked="" type="checkbox"/> Kambiz Khoddam, Faculty        | <input checked="" type="checkbox"/> Erika Orejola (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 (VP, HR) | <input checked="" type="checkbox"/> Daniel Garcia, Student | <input type="checkbox"/> Rosa Asencio, CSEA 262 Rep (Co-chair) | <input checked="" type="checkbox"/> Sokha Song, Dir. EEO Programs & Title IX Coord. (Co-Chair) |
| <input type="checkbox"/> Clarence Banks, Mgmt. Rep.        | <input type="checkbox"/> Michelle Stewart-Thomas, Faculty          | <input type="checkbox"/> Susan Wright, Faculty             | <input checked="" type="checkbox"/> Ruben Flores, CSEA 651 Rep | <input type="checkbox"/> Diana Dzib, Classified Senate Rep                                     |
| <input type="checkbox"/> LaToya Bass, Confidential Rep.    |  | <input type="checkbox"/> Melinda Bowen, Faculty            |  |  |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME																								
<b>1. Welcome/Introductions</b>	<ul style="list-style-type: none"> <li>Meeting began at: 9:13 am</li> </ul>																									
<b>3. Agenda Review</b>	<ul style="list-style-type: none"> <li>No additional items were added to the agenda.</li> </ul>																									
<b>4. Review Minutes from May 14, 2018 meeting</b>	<ul style="list-style-type: none"> <li>Minutes for May 14 meeting were not approved due to lack of quorum.</li> </ul>	May 14, 2018 minutes to be approved at September meeting.																								
<b>5. Recruitment Practices Survey</b>	<ul style="list-style-type: none"> <li>Of online responders 334 have completed the survey, with 57 still in progress.</li> <li>There was a glitch, which has been corrected, where a response was required on a question that had no response option.</li> <li>Paper surveys went out to Classified 651, on May 30, and have not been collected yet.</li> <li>Response breakdown for online responses only: <table border="1" style="margin-left: 20px; border-collapse: collapse; width: 80%;"> <thead> <tr> <th>Classification</th> <th>Responses</th> <th>Classification</th> <th>Responses</th> </tr> </thead> <tbody> <tr> <td>Classified 262</td> <td style="text-align: center;">91</td> <td>Adjunct Cred.</td> <td style="text-align: center;">41</td> </tr> <tr> <td>Classified 651</td> <td style="text-align: center;">4</td> <td>Adjunct Non-Cred.</td> <td style="text-align: center;">9</td> </tr> <tr> <td>Classified PT</td> <td style="text-align: center;">13</td> <td>Faculty Cred.</td> <td style="text-align: center;">73</td> </tr> <tr> <td>Confidential</td> <td style="text-align: center;">9</td> <td>Faculty Non-Cred.</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">46</td> <td></td> <td></td> </tr> </tbody> </table> </li> </ul>	Classification	Responses	Classification	Responses	Classified 262	91	Adjunct Cred.	41	Classified 651	4	Adjunct Non-Cred.	9	Classified PT	13	Faculty Cred.	73	Confidential	9	Faculty Non-Cred.	3	Management	46			<ul style="list-style-type: none"> <li>Continue to allow survey responses until Sept. 13, 2018, to allow for compilation before next meeting on Sept. 17, 2018.</li> <li>Keep link available passively, with one email to be sent the second week of Fall semester to encourage responses.</li> <li>Results will be discussed in Sept. meeting.</li> <li>Plan for survey to be annual.</li> </ul>
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<b>6. EEO Plan</b>	<ul style="list-style-type: none"> <li>Changes will need to be made to the EEO Plan, and can be supported by survey results.</li> </ul>	<ul style="list-style-type: none"> <li>Will start to discuss changes next meeting.</li> </ul>																								
<b>7. PeopleAdmin recruitment numbers</b>	<ul style="list-style-type: none"> <li>PeopleAdmin is being upgraded to pull recruitment numbers with demographics, but numbers must be generated manually at this time.</li> <li>Use information to better target diversity in recruitments.</li> </ul>	<ul style="list-style-type: none"> <li>Email will be sent out to committee with numbers and demographics by next week.</li> </ul>																								
<b>8. Future meeting dates (2018-19)</b>	<ul style="list-style-type: none"> <li>2018-2019 Calendar was emailed to committee on May 30, 2018.</li> <li>There will be a new student representative in 2018-19.</li> <li>Eric Kaljumagi will be joining the committee in 2018-19.</li> </ul>	<ul style="list-style-type: none"> <li>Email will be sent out within the next week to identify any schedule conflicts.</li> </ul>																								

Campus Equity and Diversity Committee

June 4, 2018

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ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>9. Open Session(open items)</b>	<ul style="list-style-type: none"> <li>• Committee goals and progress report was due June 1, 2018, but extended until June 4, 2018.</li> <li>• Sokha explained committee goals, link to college goals, and outcomes, asked for feedback:                             <ul style="list-style-type: none"> <li>• Edited- “change recruitment” to “expanded recruitment”.</li> <li>• Added \$500 stipend for applicants traveling over 150 miles for any position.</li> <li>• The committee saw no other changes to be made.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Report will be sent to PAC June 4, 2018, with the edits.</li> </ul>
<b>10. Future Meeting Topics</b>	<ul style="list-style-type: none"> <li>• Recruitment Practices Survey</li> <li>• EEO Plan</li> <li>• People Admin recruitment numbers</li> </ul>	
<b>11. Information to President’s Advisory Council (PAC) - Ongoing</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<b>12. Set agenda for next meeting</b>	<ul style="list-style-type: none"> <li>• Welcome/Introductions</li> <li>• Review Minutes from May 14, 2018 and June 4, 2018</li> <li>• Agenda Review</li> <li>• Recruitment Practices Survey Results</li> <li>• EEO Plan</li> <li>• Open Session (open items)</li> <li>• Future Meeting Topics</li> <li>• Information to President’s Advisory Council (PAC) - Ongoing</li> <li>• Set agenda for next meeting</li> </ul>	

Meeting ended at: 9:45 am

**FUTURE MEETING DATES: (TENTATIVE)**

Date	Time	Location
September 17, 2018	9:00 a.m. – 10:30 a.m.	4-2320
October 8, 2018	9:00 a.m. – 10:30 a.m.	4-2320
November 19, 2018	9:00 a.m. – 10:30 a.m.	4-2320
December 3, 2018	9:00 a.m. – 10:30 a.m.	4-2320
March 11, 2019	9:00 a.m. – 10:30 a.m.	4-2320
April 8, 2019	9:00 a.m. – 10:30 a.m.	4-2320
May 13, 2019	9:00 a.m. – 10:30 a.m.	4-2320
June 3, 2019	9:00 a.m. – 10:30 a.m.	4-2320