

Mt. San Antonio College
Campus Equity and Diversity Committee (CEDC)
Group Memory of April 10, 2017
9:00 a.m. – 10:30 a.m. Building 4, Room

Committee Members:

- | | | | | |
|--|---|---|--|---|
| <input checked="" type="checkbox"/> Genene Arvidson-Perkins, Faculty | <input checked="" type="checkbox"/> Jim Jenkins, Management | <input checked="" type="checkbox"/> Tony Rivas, Faculty | <input checked="" type="checkbox"/> Chisa Uyeki (Faculty Co-Chair) | <input type="checkbox"/> CSEA 651 Rep (Vacant) |
| <input type="checkbox"/> Maria Davis, Faculty | <input checked="" type="checkbox"/> Kambiz Khoddam, Faculty | <input checked="" type="checkbox"/> Nerissa Uiagalelei(Notes) | <input type="checkbox"/> Susan Wright, Faculty | <input type="checkbox"/> Continuing Ed Rep (Vacant) |
| <input type="checkbox"/> Manoj Jayagoda, DSPTS | <input type="checkbox"/> Abe Ali, VP, Human Resources | <input checked="" type="checkbox"/> Tianna Taylor, Student | <input checked="" type="checkbox"/> Rosa Asencio, CSEA 262 Rep | <input checked="" type="checkbox"/> Sokha Song, (Director, EEO Programs, Co-Chair |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • Nerissa Uiagalelei will be taking notes as substitute for Joanne Franco. 	<ul style="list-style-type: none"> • Welcome Tianna Taylor – new student representative
2. Review Memory from March 13, 2017	<ul style="list-style-type: none"> • Meeting notes review; all approved without changes. 	
3. Agenda Review		
4. Campus Diversity and Inclusion Climate Survey and Survey for Screening/Selection Committees	<ul style="list-style-type: none"> • Review of draft “Survey for Screening/Selection Committee” • #3 “What process is being referenced for the recruitment process?” • #4 – use of “screening” committee • What’s the purpose of this Screening/Selection Committee Survey? <ul style="list-style-type: none"> ○ Broader involvement with CSEA 262 employees ○ Training for classified staff to encourage members to participate in the screening/selection recruitment process • Awareness campaign to increase involvement in recruitment process for classified staff <ul style="list-style-type: none"> • Propose to create schedule that all parties can meet • Intent was to have survey sent out by Spring 2017 • College Cultural Climate Survey <ul style="list-style-type: none"> • No survey on this timeline • Purpose of survey – perception on campus regarding diversity 	<ul style="list-style-type: none"> • Suggested: Add “What is your role in the recruitment process?” What’s the capacity in which you have served?” • What’s most recent role in capacity of the screening/selection committee? • Change “screening” to “screening/selection” committee for entire survey • Remove “Hiring” to “Screening/Selection” committee • Requested changes of survey to be updated and emailed out to committee by April 17, 2017 and review and approval by April 19, 2017 and then reviewed with Barbara McNeice-Stallard, Research. • Cultural Climate Survey • Add employee group and full-time and part-time status • Demographics – recommended to add to survey • Update and bring to next meeting for committee review • Keep formatting consistent – statements rather than questions. • Sokha will follow up with Research for other surveys previously sent to campus
5. Report on distribution of EEO plan on campus and to outside organizations	<ul style="list-style-type: none"> • Sokha needs additional time for outside organizations 	<ul style="list-style-type: none"> • Sent out to on campus groups from CEDC via co-chairs

Campus Equity and Diversity Committee

April 10, 2017

Page 2 of 2

<p>6. Demographics data – student population vs. employee population</p>	<ul style="list-style-type: none"> • Handout of data for Faculty, Staff, and Student Diversity breakdown • Data helps HR identify areas of student population versus employee data that the District needs to increase advertising of open positions for these specific targeted groups • Group reviewed data and Sokha handed out 15 advertising sites versus the 1 that was previously used 	<ul style="list-style-type: none"> • NACE – advertise with National Associations C. Education (Rosa Asencio) • Listserv for graduate students • Career Placement notice from HR with open positions • Listserv with other CCDs • Consider gathering all data for additional listserv
<p>8. Open Session(open items)</p>	<ul style="list-style-type: none"> • Committee Membership • Genene and Tony have been in touch with Jeff Archibald, Faculty Association, for new committee members for the upcoming term • Jim Jenkins, to update Mgmt. Steering Committee • Co-chair for next Fall 2017 as well (Chisa will no longer be chairing the committee) 	
<p>9. Set agenda for next meeting</p>	<ol style="list-style-type: none"> 1. Welcome/Introductions 2. Review Memory from April 10, 2017 3. Agenda Review 4. Campus Diversity and Inclusion Climate Survey and Survey for Hiring Committees 5. Report on distribution of EEO plan on campus and to outside organizations 6. Demographics data- student population vs. employee population comparison 7. Climate Survey 8. Open Session (open items) 9. Set agenda for next meeting 	

FUTURE MEETING DATES:

Date	Time	Location
May 8, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
June 5, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320