



Ventura County Community College District
EEO Advisory Committee Meeting Minutes
October 6, 2017

Present: Michael Arnoldus, Perry Martin, Dr. Carolyn Inouye, Marcos Lupian, Gary Maehara, Paula Muñoz, Michael Shanahan, Dr. Pamela Yeagley
Absent: Emily Day, Mara Rodriguez, Karen Sutton
Approved: April 13, 2018

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
Meeting Opened	The meeting began at 3:05 p.m.	N/A	N/A	N/A
Review Meeting Minutes of October 28, 2016	Minutes approved without objection.	Post on website.	As soon as possible	Ms. Holst
EEO Plan Review – AP 3420 Equal Employment Opportunity Plan	<p>Mr. Shanahan explained that under Title 5, the District’s EEO Plan must be reapproved every 3 years, which was last done here in 2015. The committee reviewed the proposed changes. The list of community organizations needs to be developed. The committee discussed ways to improve diversity hiring. Human Resources is working proactively to get a larger presence in the community. Some examples of these efforts are increased job fair attendance (six last year, including A2MEND), the HR Facebook page with improved marketing announcements, more aggressive marketing of job openings, and HR has asked departments to send out announcements on their list-serves concerning position openings. The committee members were asked to help HR find community groups to add to the EEO Plan list for contacting about job openings.</p> <p>The committee discussed the importance of college diversity plans. The committee discussed EEO facilitators and hiring committee outcomes. The committee discussed the UC Riverside approach that eliminated individual names and school names, providing the hiring committee only with research records and the answers to the diversity question.</p> <p>Mr. Shanahan asked the faculty committee members to discuss the importance of diversity with their Academic Senates. Ms. Muñoz stated that Ventura College has a diversity resolution. It was proposed that the college representatives ask how the Ventura College diversity resolution is being implemented in selection committees.</p>	Revise and discuss in DCHR.	As soon as possible.	Mr. Arnoldus



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	<p>The committee discussed increased education for our employees, to develop cultural competency, to explain to our employees the value of diversity, which goes far beyond hiring.</p> <p>The committee suggested that the VCCCD application could be simplified.</p> <p>The EEO Plan will be discussed next in DCHR.</p>			
EEO Plan Deliverables/Mechanisms for Evaluating Diversity Pools/Outcomes	There was insufficient time to discuss this item. It will be on the next meeting agenda.	Discuss at next meeting.	Next meeting.	Committee
Multiple Method EEO Grant Funding	This year VCCCD received \$50,000 for completing 7 of the 9 methods on the grant application. Mr. Shanahan is working on a diversity mini-grant application form/process. The Chancellor's Diversity Speakers Series will probably not happen four times per year, but there is a desire to do something again.	Discuss at next meeting.	Next meeting.	Committee
Select Next Meeting Date	The committee discussed meeting again in two months. Subsequently, the next meeting was scheduled for December 8, 2017.			
Future Agenda Topics	The committee members voiced that they are unclear what their roles are. The committee discussed what the membership should be.			
Next Meeting Date	Friday, December 8, 2017, at 2:00 p.m.	N/A	N/A	N/A