



**Ventura County Community College District
EEO Advisory Committee Meeting Minutes**

May 14, 2021; 10:30 a.m.-12:30 p.m.

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/96297259598?pwd=VTcrVml0M1RMRmV1KytmYVdiWGx1QT09>

Or Telephone: Dial: +1 646 876 9923 (US Toll)

Meeting ID: 962 9725 9598

Present

Via Zoom: Laura Barroso, Andrea Ingley, Elissa Caruth, Paula Munoz, Perry Martin, Maria Urenda, Amparo Medina, Jennifer Kalfsbeek-Goetz, Oscar Cobian, Jennifer Clark, Dana Boynton

Guests:

Absent: Gloria Banuelos

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
Meeting Opened	Meeting started at 10:30 a.m.	N/A	N/A	N/A
Review Meeting Minutes	<ul style="list-style-type: none"> On motion by Paula Munoz, and seconded by Perry Martin, the meeting minutes for April 16, 2021 meeting were approved with changes. 	<ul style="list-style-type: none"> Post approved minutes to the website 	<ul style="list-style-type: none"> ASAP 	Cece Chavez
EEO Fund Multiple Method Allocation Certification Form	<ul style="list-style-type: none"> Andrea Ingley presented the EEO Fund Multiple Method Allocation Certification form. She explained that since the last review the committee had received some supporting documents from Jennifer Clark and some concerns from Paula Munoz and Perry Martin. Perry Martin acknowledged the effort put forth to complete the certification form. He then stated that he believes the District has struggled in their EEO efforts and that giving ourselves a passing score would be a disservice. He stated that this certification form could be used as an audit of our EEO Plan next year, but right now he does not believe the certification warrants a yes for the District as a whole. Perry Martin recommended that we answer the multiple methods with a no, explain what the District is currently doing, and what the District will do to build our EEO Plan. He also stated that he cares more about credibility and transparency than receiving funds. Maria Urenda commented that last year the committee was aware that they were doing the minimum necessary to receive the EEO 	N/A	N/A	N/A



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	<p>grant. She stated that it did not feel great doing the minimum and the committee has been working to improve. She stated that she does have higher expectations for EEO efforts next year, and she is confident that we still currently meet the minimum to certify and submit the EEO FMMA Certification Form.</p> <ul style="list-style-type: none"> • Andrea Ingley added that many of the examples from the multiple methods will plug into the matrix that Laura Schulkind provided as part of the creation of a robust EEO Plan which will allow for better EEO efforts from the District. • Paula Munoz stated that she did not support the fact that real evidence of meeting the multiple methods was submitted with the certification form. She further claimed that statements were unsupported by evidence of DEI work being done at the colleges. • Oscar Cobian shared that Oxnard College has added language to recruiting documents stating that they are a proud HSI and the student population is diverse to ensure that candidates are equipped to work with the OC population. He stated that he believes the resolutions are significant because there are other districts who have not taken a stance on major initiatives like OC has. Oscar Cobian stated that OC hiring committees ask diversity questions, including an HSI statement, in the interview questions. • Amparo Medina shared that in the past two years she had been the one to raise concerns about the certification form. She commended Andrea on her work to complete the certification form stating that this year more work and collaboration has gone into gathering evidence and it is so much better than what was submitted in previous years. She stated that there will always be room for improvement, but the evidence showed that we are meeting the multiple methods at least minimally. She also stated that she would like to focus on how we will be able to use the funds from the grant to implement the strategies that will come from the EEO Plan. • Jennifer Clark commented that she agrees with all the committee members. She stated that we do have a lot of work to do and will continue to work as expeditiously as possible for the good of our 			



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	<p>students and community. She also stated that the grant money we will receive is only a drop in the bucket of what we need to support our efforts and that she would not like to see us lose this grant, making our work more difficult.</p> <ul style="list-style-type: none"> On motion by Maria Urenda, and seconded by Amparo Medina, the certification of the EEO Fund Multiple Method Allocation Certification Form was approved. <p>Voted yes: Jennifer Clark, Oscar Cobian, Maria Urenda, Amparo Medina, and Dana Boynton</p> <p>Voted no: Jennifer Kalfsbeek-Goetz, Paula Munoz, Perry Martin, Elissa Caruth</p> <ul style="list-style-type: none"> Oscar Cobian asked if we could add a note on the certification form stating that we are saying yes, we meet the method, but we are also working to improve. Jennifer Kalfsbeek-Goetz suggested that we make a statement saying that we are falling short at the risk of not receiving the funds. Laura Barroso stated that we could add some language to the certification form and that suggestions were welcome. Maria Urenda expressed her concern that after the committee voted to approve the certification form, some members would address the Board individually regarding the vote. She stated that the recommendation to the Board should be a committee recommendation. Laura Barroso stated that she would present the vote to approve the certification to the Board and also mention to Dr. Gillespie that there were some concerns expressed. 			
<p>VCCCD EEO Plan</p>	<ul style="list-style-type: none"> Andrea Ingley reported that Group 1 had collected many examples of EEO efforts districtwide, which have been included on the EEO FMMA Certification Form. She stated that the next step is to evaluate what efforts will be included in the EEO Plan. 	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>



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	<ul style="list-style-type: none"> • Elissa Caruth reported that Group 2 expanded the EEO AP from a handful of pages to over 40 pages. She thanked all of the extraordinary women who worked on this project. She stated that each member reviewed and revised a section of the document that a lot of research was done. She stated that the group considered each word in the document and spoke about the importance of regular review to stay relevant and to better serve our students. • Amparo Medina added that Group 2 included accountability measures. She stated that the AP will be functional with links to reference sources. She also stated that they started from the beginning of the recruitment process and they added items to support EEO and other items to support DEI. She stated that this draft includes questions where a legal opinion might be helpful and where definitions might be added. She explained that the subgroup not only included what the District would be doing, but how they would do it and ways to determine whether they were moving in the right direction. • Elissa Caruth explained that the EEO AP could serve as a recruitment tool to show our values and the type of District we are aiming to be. She stated that they would like to take the document out of the AP status and make it a living document. • Amparo Medina brought it to the committee’s attention that the action items included in this draft are not only for the EEOAC, but also for the Human Resources Department. • Oscar Cobian asked which colleges stood out as exemplary when Group 2 conducted their research. Elissa Caruth shared that one of her favorite colleges was PCC. She commented that many colleges had identical language. Paula Munoz shared that she like Compton College and Santa Monica College, who was the most progressive, in her opinion. • Perry Martin stated that when we are looking at other colleges, particularly Compton College, it is important to know that although on paper they look very progressive and together, in reality they are struggling with the application of their plans. He recommended that 			



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	<p>we reach out to those responsible for the reports at other colleges and learn what some of the barriers, struggles, and challenges have been because the reality does not always match what is presented on the website.</p> <ul style="list-style-type: none"> • Jennifer Kalfsbeek-Goetz added that there was a keen eye to accountability and that the language had to loop back and land somewhere. She stated that the accountability did land on HR but also on the leadership teams at the colleges. • Elissa Caruth stated that once the document is complete, they would like to provide the document to the administrative leadership teams at the campuses with the expectation that they will use this guide to meet the multiple methods. She requested that we dedicate the first meeting in August to reviewing and revising the AP with everyone’s feedback. • Laura Barroso expressed her excitement in the transformation of the document and looks forward to viewing the finished product. • Elissa Caruth reported that Group 3 discussed the EEO Plan and what things the committee could do in each of the three years. She stated that trainings, like Title IX, mental health, and cultural competency, were one idea. Laura Barroso stated that the idea behind offering trainings is improving the retention rate of faculty of color. • Perry Martin stated that it is important for us to look at the ongoing cultural competency, consistently, at every college. He believes that the presidents should have their individual EEO Plans that they execute at their campuses and that the Chancellor should be engaged with them. He also stated that the EEOAC should be clear on collaborative best practices and that it is vital for the committee walk the talk. • Elissa Caruth stated that it is important to revise curriculum, through the proper channels, with a DEI lens. • Oscar Cobian commented on the importance of accountability and making sure that those who need the trainings get them. He also 			



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	<p>stated that Jen at Ventura has some good things going on with curriculum and encourages that we pay our faculty members districtwide to comb through our curriculum to ensure cultural competency.</p> <ul style="list-style-type: none"> Jennifer Kalfsbeek-Goetz shared that VC is conducting a cultural curriculum audit and Moorpark College will be doing the same. She mentioned that there are also things that the District can implement such as an equity rubric. Andrea Ingley stated that although this committee is not where curriculum review or revising APs happens, the EEO Plan can still call for the colleges or other committees to review curriculum and APs with an EEO/DEI lens and if the action is included in the implementation plan and the plan is adopted, the work should be done. Dana Boynton was added to Group 3. 			
Tri-Chair Model	<ul style="list-style-type: none"> Laura Barroso opened discussion on the possibility of this committee moving to a tri-chair model. Paula Munoz stated that she likes the model that we currently use since the EEO members have a lot of outside work to complete. The majority of the committee agreed with Paula’s sentiments. Amparo commented that she is ok with the way the committee is currently being ran but also is open to a tri-chair model and recognizes the benefits. Laura Barroso stated that the model would remain the same and could be revisited at a later date. 	N/A	N/A	N/A
Future Items	<ul style="list-style-type: none"> Classified and Faculty Surveys Screening Committee Facilitators Survey Faculty Hiring Practice Review EEOAC 2021-2022 meeting calendar 	N/A	N/A	N/A



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	<ul style="list-style-type: none"> EEO Plan AP 7120-D Recruitment and Hiring: Full-Time Faculty 			
Non-Agenda Items	<ul style="list-style-type: none"> N/A 	N/A	N/A	N/A
Next Meeting Date	<ul style="list-style-type: none"> Discussion ensued among the committee members regarding next year's meeting schedule. Dana Boynton expressed that she is not a fan of Friday meetings. Jennifer Kalfsbeek-Goetz stated that Fridays work best since campus meetings take up much of the weekdays. Elissa Caruth advocated for the meetings to remain online. Laura Barroso agreed with online meetings, possibly with a biannual or quarterly in-person meeting. Amparo recommended changing the times of other District committees to add another meeting in the morning. The EEOAC decided to meet the third Friday of each month from 8:30am-10:30am via Zoom. The next meeting date is Friday, August 20, 2021 from 8:30 a.m. to 10:30 p.m. 	<ul style="list-style-type: none"> Set up meeting 	<ul style="list-style-type: none"> ASAP 	Cece Chavez

[Recorder: Cece Chavez]

Reopening