

**Ventura County Community College District**  
**EEO Advisory Committee**  
**December 16, 2014**

**Present:** Michael Arnoldus, Emily Day, Ranford Hopkins, Dr. Carolyn Inouye, Olivia Long (via Lync), Gary Maehara, Dr. Jamillah Moore, Paula Munoz, Michael Shanahan, Ken Sherwood, Karen Sutton  
**Absent:** Marcos Lupian, Mara Rodriguez  
**Recorder:** Jennifer Holst

**Meeting Minutes**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned To:
<b>Meeting Opened</b>	The meeting began at 1:06 p.m.	N/A	N/A	N/A
<b>Introduction of Committee Members</b>	The committee membership is comprised of : <ul style="list-style-type: none"> <li>▪ One faculty member from each college appointed by the Faculty Senate President</li> <li>▪ Three classified employees appointed by SEIU</li> <li>▪ Three administrators/managers/supervisors appointed by the Chancellor</li> <li>▪ Ex Officio members: Director of Employment Services; and Vice Chancellor, Human Resources</li> </ul>			
<b>Background/Purpose of the Committee</b>	The committee discussed changes in the law and California Community Colleges' EEO Regulations, the purpose and scope of the committee and the need to revise the District EEO Plan			
<b>Mandatory Diversity Training</b>	The committee members must take the diversity training for selection committee members. Training will be available on January 23, 2015, presented by Laura Schulkind of the law firm of Liebert, Cassidy, Whitmore. Ms. Schulkind drafted the language from the State Chancellor's Office.	Mr. Maehara will invite committee members to the Jan. 23 diversity training.	ASAP	Mr. Maehara
<b>Review the Proposal</b>	Before the next meeting, committee members should review the proposed revised EEO Plan.	Ms. Holst will e-mail the plan to the committee members in Word format.	ASAP	Ms. Holst
<b>Next Meeting</b>	The meeting ended at approximately 3:00 p.m. The next meeting will be on February 6, 2015, at 1:30 p.m., in the Lakin Board Room at the DAC.			

These Minutes were approved at the VCCCD EEO Advisory Meeting on February 6, 2015.