



West Valley - Mission
Community College District

EEO Diversity Advisory Council

Meeting Summary
Wednesday, February 24, 2016

I. Welcome – Attendance

X	Amy Vu	Faculty	West Valley
	Thanh Nguyen	Faculty	Mission
	Donnelle McGee	Faculty	Mission
	Debra Williams	Administrative	Mission
X	Ken Songco	Administrative	Mission
	Herlisa Hamp	Administrative	West Valley
	Matais Pouncil	Administrative	West Valley
X	Luan Szeto	Classified Staff	District
X	Xuan Lu	Classified Staff	Mission
X	Sarah Randle	Classified Staff	Mission
	Thuy Foot	Classified Staff	Mission
	Albert Moore	Ex Officio	
X	Sean McGowan	Ex Officio	

II. Approval of Minutes of February 24, 2016, EEO Diversity Advisory Council Meeting

Action Taken: By voice consent, the minutes were approved.

III. Reflections on the Faculty & Administrator Job Fairs

Council members shared their experience recruiting at the two Faculty & Administrator Job Fairs held in San Francisco and Los Angeles, sponsored by the California Community Colleges Registry. It was observed that the job fair at San Francisco was lightly attended by prospective candidates versus the abundant attendance at the Los Angeles job fair. It was also noted that our display was impressive and received numerous compliments. In particular, our display poster-board of all the current & anticipated job openings was an effective tool for attracting visitors to our booth.

IV. Review of & Reflections on the Workforce Diversity Summit

Ken, Herlisa and Sean attended a summit on building workforce diversity, held on February 22, 2016 and sponsored by the Bay Area CCD Consortium. Council members shared their observations from the summit presentations. These observations included:

- Selection of search committees, how to make more fair and hold accountable;
- Are there ways to further eliminate bias, such as removing names from applications, degree confer dates, etc; make screening more blind;
- Discussion of difference between targeted recruitment versus targeted outreach
- Handbook given out to attendees, created by Liebert Cassidy Whitmore, law firm behind the Consortium. Handbook entitled, Diversity on Community College Employment: Effective and Lawful EEO Hiring and Succession Planning, is a resource that perhaps we want to order more copies of for entire council.

Discussion continued among Council members on examining District policies and procedures, examine the results from Mission College's hiring committee survey, and review procedures for how senates appoint search committee members.

V. Discussion of Proposed Statewide EEO Funding Plans

Sean presented the new EEO multiple method plan for allocation of state EEO funding. The certification form as well as the 9 methods were reviewed. The certification report is due to State Chancellor's office on June 1. Discussion and completion of our District's report will be discussed at next Council meeting.

VI. Implementation of EEO Training Module for Search Committees

VII. Questions & Other Items

A brief discussion over possible election of a council chair resulted in agreement to add to a future agenda, and one idea was proposed to elect member in absentia.

VIII. Future Agenda Items

The committee added the following items for a future committee meeting agenda:

- Discussion over election of chair
- Review of Mission committee survey
- Report on Student Equity plans

Meeting adjourned.