



EEO Diversity Advisory Council

Meeting Summary

Friday, November 30, 2018

Mission College, TAV 140

9:00 AM – 11:00 AM

I. Welcome

	Amy Vu	Faculty	West Valley
	Donnelle McGee	Faculty	Mission
	Stacy Hopkins	Faculty	West Valley
X	Debra Williams	Administrative	Mission
	Ken Songco	Administrative	Mission
X	Virginia Marquez	Administrative	West Valley
X	Matais Pouncil	Administrative	West Valley
	Luan Szeto	Classified Staff	District
X	Xuan Lu	Classified Staff	Mission
	Sarah Randle	Classified Staff	District
	Thuy Foot	Classified Staff	Mission
X	Emilio Espinosa	Classified Staff	West Valley
X	Albert Moore	Ex Officio	District
	Sean McGowan	Ex Officio	District
X	Ryan Ng	Ex Officio	District
	Daniel LeGuen-Schmidt	Ex Officio	District
X	Prachi Samant	Ex Officio	District

II. Approval of October 19, 2018, EEO Diversity Advisory Council Meeting Summary

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

III. Statewide EEO Update (Albert)

a. Building Diversity Summit

The Statewide EEO & Diversity Advisory Committee continues to focus on building diversity. The Chancellor’s office, in collaboration with IEPI (Institutional Effectiveness Partnership Initiative), will be presenting a series of summits on data collection and analysis in support of a college or district’s EEO program. These summits will emphasize the importance of building a diverse faculty and how effective data utilization can positively impact student outcomes.

The Building Diversity Summit will be in LA from February 8-9, 2019.

IV. Debrief of Diversity Uncovered Workshop

The Diversity Uncovered Staff Trainings are an interactive introduction to implicit bias, microaggressions and diversity education in the workplace. Two sessions were scheduled at each campus; however, three out of the four sessions were cancelled due to campus closures because of the poor air quality in the Bay Area.

From the one session at West Valley College that was not cancelled, several members of the EEO Council attended: Albert Moore, Paul Williams, Ryan Ng, Virginia Marquez and Prachi Samant. Attendees shared their feedback of the workshop:

“The Diversity Uncovered training was a fun, interactive workshop that provided the tools to identify and address workplace microaggression and implicit bias. In addition, the workshop created a safe space for open and honest dialogue with colleagues to share their experiences and perspectives on these topics.” – Ryan Ng

“The activities and materials by the Circle-Up facilitators are presented in an interactive, thought-provoking manner. The training provides excellent insights into uncovering and addressing bias issues to create the best student-cantered and collegial work environment. Highly recommended!” – Virginia Marquez

V. Upcoming Supervisors/Management Trainings (Paul/Ryan)

The Diversity Uncovered trainings have been rescheduled for the following dates:

- December 13th at Mission College- TAV 130
- February 8th at West Valley College-TBD
- February 22nd at Mission College-TBD
- March 1st from 9am - 12pm-TBD

In addition, the District will offer four sessions of the mandatory Screening Committee Training in 2019.

- Option A: Friday, January 18, 2019 from 1:00 pm – 4:00pm at West Valley College (Location TBA)
- Option B: Friday, January 25, 2019 from 9:00 am – 12:00pm at Mission College (Location TBA)
- Option C: Friday, March 22, 2019 from 9:00 am – 12:00pm at West Valley College (Location TBA)
- Option D: Friday, March 29, 2019 from 1:00 pm – 4:00pm at Mission College (Location TBA)

Attendance is mandatory for Managers, Supervisors, and any District staff before serving on a screening (search) committee. Completion of this training should take place before the screening process begins and before the initial meeting of the committee. Please note this training is required by the District's EEO Plan and the law (California Code of Regulations, Title 5) before one may serve on a District screening committee.

Successful completion of this training will qualify employees to serve, where applicable, on a screening committee for the next (2) years (from the date of completion) in the capacity of a committee chairperson or general committee member.

VI. Future Agenda Items

- Approval of Minutes of November 30, 2018, EEO Diversity Advisory Council Meeting
- Next Meeting: March 1, 2019 at West Valley College from 1:30 PM – 4:30 PM; Location TBD.