## Mt. San Antonio College Campus Equity and Diversity Committee (CEDC) Group Memory of April 10, 2017

9:00 a.m. – 10:30 a.m. Building 4, Room

Senene Arvidson-Perkins, Faculty   Maria Davis, Faculty   Maria Davis Davi	Faculty  Maria Davis, Faculty  Manoj Jayagoda, DSPS  ITEM  Welcome/Introductions  Wambiz Khodd  Abe Ali, VP, Hi Resources  Resources  • Neri Joan	am, Faculty Nerissa Uiagalelei(Notes) Suman Nerissa Uiagalelei(Notes) Suman Nerissa Uiagalelei(Notes) Suman Nerissa Uiagalelei(Notes) Suman Nerissa Uiagalelei will be taking notes as substitute for the Franco.	Susan Wright, Faculty Rosa Asencio, CSEA 262 Rep Sokha Song, (Director, EEO Programs, Co-Chair  ACTION/OUTCOME
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1. Welcome/Introductions 2. Review Memory from March 13, 2017  3. Agenda Review 4. Campus Diversity and Inclusion Climate Survey for Screening/Selection Committees  ** Welcome Tianna Taylor – new student representative*  ** Review of draft "Survey for Screening/Selection Committees  ** Review of draft "Survey for Screening/Selection Committees  ** Review of draft "Survey for Screening/Selection Committees  ** Review of draft "Survey for Screening/Selection Committee"  ** "What process is being referenced for the recruitment process?"  ** #4 – use of "screening" committee  ** What's the purpose of this Screening/Selection Committee Survey?  ** Broader involvement with CSEA 262 employees  ** Training for classified staff to encourage members to participate in the screening/selection recruitment process  ** Awareness campaign to increase involvement in recruitment process for classified staff  ** Propose to create schedule that all parties can meet  ** Intent was to have survey sent out by Spring  ** Update and bring to next meeting for committee review	ITEM Welcome/Introductions • Neri	ssa Uiagalelei will be taking notes as substitute for ne Franco.	ACTION/OUTCOME
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Joanne Franco.  Review Memory from March 13, 2017  * Meeting notes review; all approved without changes.  * Review of draft "Survey for Screening/Selection Climate Survey and Survey for Screening/Selection Committees  * Review of draft "Survey for Screening/Selection Committee on the recruitment process?"  * What's the purpose of this Screening/Selection Committee?  * What's most recent role in capacity of the screening/Selection committee?  * Change "screening' to "screening/Selection" committee on the screening/Selection recruitment process or to participate in the screening/Selection recruitment process for classified staff to encourage members to participate in the screening/Selection recruitment process for classified staff to encourage members to participate in the recruitment process?"  * Review of draft "Survey for Screening/Selection committee"  * What's most recent role in capacity of the screening/Selection committee?  * Change "screening' to "screening/Selection" committee on the screening/Selection recruitment process out to committee by April 17, 2017 and treview and approval by April 19, 2017 and then reviewed with Barbara McNeice-Stallard, Research.  * Cultural Climate Survey  * Add employee group and full-time and part-time status  * Demographics – recommended to add to survey  * Update and bring to next meeting for committee review	Joan	nne Franco.	Welcome Tianna Taylor – new student representative
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2017		2017	
<ul> <li>College Cultural Climate Survey</li> <li>Keep formatting consistent – statements rather than questions.</li> </ul>	• Colle	ege Cultural Climate Survey	
<ul> <li>No survey on this timeline</li> <li>Sokha will follow up with Research for other surveys</li> </ul>	•	No survey on this timeline	Sokha will follow up with Research for other surveys
Purpose of survey – perception on campus previously sent to campus	•	Purpose of survey – perception on campus	
regarding diversity			
	Report on distribution of EEO plan   • Sokl	na needs additional time for outside organizations	Sent out to on campus groups from CEDC via co-chairs
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	organizations		

6. Demographics population vs.	data – student employee population	<ul> <li>Handout of data for Faculty, Staff, and Student Diversity breakdown</li> <li>Data helps HR identify areas of student population versus employee data that the District needs to increase advertising of open positions for these specific targeted groups</li> <li>Group reviewed data and Sokha handed out 15</li> </ul>	NACE – advertise with National Associations C. Education (Rosa Asencio)     Listserv for graduate students     Career Placement notice from HR with open positions     Listserv with other CCDs     Consider gathering all data for additional listserv
		advertising sites versus the 1 that was previously used	
8. Open Session	open items)	Committee Membership	
		<ul> <li>Genene and Tony have been in touch with Jeff Archibald, Faculty Association, for new committee members for the upcoming term</li> </ul>	
		Jim Jenkins, to update Mgmt. Steering Committee	
		<ul> <li>Co-chair for next Fall 2017 as well (Chisa will no longer be chairing the committee)</li> </ul>	
9. Set agenda for	next meeting	1. Welcome/Introductions	
		2. Review Memory from April 10, 2017	
		3. Agenda Review	
		<ol> <li>Campus Diversity and Inclusion Climate Survey and Survey for Hiring Committees</li> </ol>	
		<ol><li>Report on distribution of EEO plan on campus and to outside organizations</li></ol>	
		<ol><li>Demographics data- student population vs. employee population comparison</li></ol>	
		7. Climate Survey	
		8. Open Session (open items)	
		9. Set agenda for next meeting	

## **FUTURE MEETING DATES:**

Date	Time	Location
May 8, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320
June 5, 2017	9:00 a.m. – 10:30 a.m.	Building 4, Room 2320