



STAFF EQUITY COMMITTEE

Meeting Minutes

February 9, 2016 | 10:30 a.m. – 12:00 p.m. | T-1046

I. Call to Order

Monalisa Hasson, Ed. D. called the meeting to order at 10:34 a.m. She indicated the Committee is still missing a few members such as full-time and part-time faculty and specified the co-chairs are Paula Fisher, Corinne Magdaleno, and herself as she is replacing Rose DelGaudio on this Committee. She invited Dr. Kim Myers, Interim Associate Vice President, Human Resources, to introduce himself.

II. Roll Call

Members Present: Paula Fisher, Monalisa Hasson, April Hébert, Corinne Magdaleno, Diana Torres, Kim Myers, Ed. D.

Also Present: Colin Williams (Paula Fisher's guest), Caroline Chretien-Shook (new note-taker) and Debra Garcia (former note-taker)

Members Absent: Camille Bolton, Jeri Florence, Dina Humble, Janét Hund

III. Approval of the Minutes

The minutes from February 11, 2015 were approved.

IV. Approval of the Agenda

The agenda was approved.

V. Goals of Staff Equity Committee

The members present reviewed the Committee's goals.

VI. Review of Workshop Planning Spring 2016 | Flex Day – March 15th

- A. Veterans
- B. Socioeconomics – Homeless Students/African American Students: Equity and Transfer
- C. Ethnicity and Culture: African American Students: Equity and Transfer / Dreamers / Safe Zone / Religious Tolerance
- D. Sexism, Heterosexism, Ageism: Safe Zone
- E. Privilege - Homeless Students/ African American Students: Equity and Transfer
- F. Differing Abilities: Emotionally Distressed Students in the Classroom

Monalisa Hasson indicated this year's Flex Day topic will be Equity per Jeri Florence. She added a meeting with Jeri Florence, Katherine Conchada and Karen Kane had been scheduled for next week (February 18th) to firm up which workshops

will be offered and which ones will qualify toward the Equity certificate. She added Jeri Florence and Shauna Hagerman will come up with workshops and we will tie them or some of them to our Walk the Talk certificate program.

Dr. Hasson went over the 2015 Walk the Talk and the committee members shared some history regarding the program. The committee members came to realize no certificates have been given out so far since the program started. Dr. Hasson asked April Hebert to find out who is close to graduating/which workshops they have left to complete/who should have graduated and maybe highlight the graduates at the Service Awards in May.

The Committee discussed:

- the feedback Mona obtained about the Equity Certificate Program: People are skeptical about what this certificate really accomplishes.
- the concern that people have not completed the certificate yet since this program started (in 2014).
- the importance that all employees attend these workshops and understand the importance of diversity and equity.
- the goal to work with other departments, the Faculty Professional Development Committee, Human Resources so we can maybe establish an overall schedule of events/trainings which will help us work on bringing it all together.
- the incentive of participating in such programs (presentation and acknowledgment by the Board of Trustees? Acknowledgement at the State of the College in February and/or the Service Awards every year in May?).
- the importance of marketing this program better (Color-coded flyer and schedule? How to earn your certificate by December? Video presentation on importance of equity and/or inspiring students' stories? Link to student success/accreditation? "Celebrate the Champions of Diversity"?) and establish a schedule of workshops that will have no competition so people have a better opportunity to complete the program.
- the option of offering subsequent workshops throughout the year, maybe a speakers' series?
- the best days to hold workshops. It was indicated Fridays are better/more flexible for Faculty; however, what would be the incentive for Faculty to come? An additional suggestion such as a note on performance evaluation or Faculty/Employee profile was made.

List of items due as soon as possible:

- **April** will look for prior year's rosters and determine who is close to completing their certificate then send the names/category to be completed to Mona.
- **Mona** will send an email to the employees on April's list to let them know what they need to do/complete to obtain their certificate.
- **Paula/Colin** will create a promoting message by February 26th about diversity and equity to be spread campus-wide which will include short interviews of diversity/equity speakers, student(s), veteran(s), Faculty, and Classified Staff (videos with captions).

- **Mona** will ask Jeri about the Equity budget amount to get Equity speakers throughout the year.

VII. Scheduling of Workshops

It was agreed that the scheduling of workshops will be done via email after the meeting with Jeri Florence occurs next week when we hope to obtain more details on the Flex Day's agenda.

VIII. EEO Plan

Dr. Kim Myers spoke about the EEO Plan that needs to be developed through the Staff Equity Committee and submitted to the Board of Trustees for review and approval by early May. Dr. Myers indicated he will be preparing information for the Committee members to review and provide feedback on.

IX. Next Meeting Date to be Scheduled

It was agreed to schedule:

- One meeting before March 15th (Flex Day), and
- Three meetings after Flex Day and before April 1st to discuss and finalize the EEO Plan.

Paula Fisher indicated the meetings may conflict with classes. The Committee agreed to alternate morning and afternoon meetings on Tuesdays and Fridays.

X. Other

Dr. Hasson invited Mr. Colin Williams to become a Committee member if he was interested.

XI. Adjournment

The meeting was adjourned at 11:50 a.m.