



HARTNELLCOLLEGE

EQUITY ASSURANCE COUNCIL

Minutes

March 15, 2024, 9:00a.m., Building E, Room 112

MEMBERS	Constituent Group	Present	Absent
1. Dianna L Rose	Administration	X	
2. Senorina "Nina" Vazquez	Faculty	X	
3. Julia Silveira	Classified (CSEA)	X	
4. Jackie Cruz	Administration	X	
5. Jackie Flores	Confidential	X	
6. Brenda Jones	Classified (CSEA)		X
7. David Jones	Classified (L39)	X	
8. Gabriela Lopez	Administration	X	
9. Peggy Munoz-Meador	Faculty		X
10. Kristalee Peoples	Student		X
11. Elizabeth Weist	Classified (CSEA)		X
12. Gayle Pitman	Administration	X	
13. Tracy Gomez	Administration	X	
14. Janet Flores (Alternate)	Faculty	X	
15. Cheryl O'Donnell	Faculty	X	
16. Jennifer Taylor	Faculty	X	
17. Corina Vasare	Faculty	X	

Guests:

1. Call Meeting to Order

Meeting called to order at Meeting called to order at 9:04 a.m.

2. Approval of Agenda

MSC: Janet Flores and Jennifer Taylor

The committee approved the agenda as presented.

3. Approval of Minutes

MSC: Julia Silveira (first), Gayle Pitman (second)

The committee approved the minutes from Dec. 15, 2023 with some edits.

4. Equity Framework

MSC: Jennifer Taylor (first), Jackie Cruz (second) - to approve the concept of an equity framework as a way to understand and organize our work and call others to action and can be an accountability tool.

Discussion occurred and taking into consideration the comments that were addressed, including the elements that were identified by the president's task force.



To consider a framework to help us prioritize the work. Align our efforts: eeo plan, president's task force, student equity plan, etc.
The council discussed the feedback that was suggested.

Idea is to have a model that we can agree upon and anchor our efforts around that. A lot of equity work around us but this can be a way to tie everything together and give it an organization. It gives us something to point to as a guiding principle and call people to action, the framework will give us that beacon.

Jackie suggested the President's Task Force be embedded in our framework.

David Beymer had volunteered to add the recommendations in Nueventive so we can track the outcomes.

5. May meeting date selection

Nina expressed the need to meet in May. The council agreed to meet May 3, 2024, 11:15 a.m. - 1:00 p.m.

6. Creating Employee Affinity Groups

Gayle presented on getting employee affinity groups on campus, they spoke to HR and took it upon themselves to see what other colleges are doing and see how we can get that started. In their search they found different groups such as: employees over 50, disabled, Latinx. It wouldn't be up to this group but for them coming to this group with their proposal. The questions arose of where these groups would live. The office would be more of tracking and updating with information and resources to help guide the leads of those groups. Dianna suggested we establish an application, resource request and process.

- a. all members are employees
- b. group operating for education, social and non-profit purposes, networking and providing help to students
- c. financially self supported

Jennifer mentioned the lack of funding could then become more about the money and less on doing the work of what the group is about. It is important that we should make a commitment on how we can fund as a long-term, as an on-going annual seed money. Being proactive and thinking ahead and developing a plan. Gayle, Gabby and Dianna will further discuss and bring it back at the next meeting.

7. Update DEI Survey Follow Up

Gayle shared the survey participation rate: Faculty, 13%, Administration/Classified: 19%, Student 1.9%. Team has been talking to Richard about promoting and resending the links. Nina spoke on committing to nudging within our own circle and students. Perhaps Deans



could email their faculty directly and perhaps the faculty can share the graphic to their students the same day that the links are re-sent. Jennifer suggested giving the employees an additional 15 min to their break to take the survey. Nina suggested having an area setup with computers and the survey available. David Jones suggested it can be setup in the same way they ask the mandated trainings and set aside time. Dianna will work with Jon and Ken to help with the employees that do not have direct access to computers. Emphasis the difference between this survey to others as this one will produce institutional changes.

8. EEO Report

Kayla gave an update on getting the EEO plan. Dr. Ting shared the data that was include din the EEO Plan. She shared how some of the data was not available such as: new hire compared with new applicant pool numbers.

Kayla mentioned the challenges of getting the data the way the chancellor's office is requesting. The goal is to get us data with the full life-cycle of the applicant and hiring and we expect to gather this data with the new applicant software, NeoEd. The plan is to diversify the employee population, report the action items that we do as a college. We don't have a lot of information and we are looking forward to the DEI survey results as it relates to the new EEO plan requirements.

Cheryl spoke on the DEI statement and if we have a college approved statement. Through the EEO Committee the DEI statement was developed for new faculty applicants as a replacement to the Diversity Statement as part of the application process. The goal is to have it available and appropriate for classified staff.

9. Task/Charges

Task 1: Develop Equity Statement.

Nina mentioned our equity statement was developed by the Student Success and Equity Committee and was approved by the Board of Trustees. Gayle mentioned when we had ATD here they mentioned our equity statement was not clear and that different versions were included in different documents/reports. Intent is to have an overarching statement. The current equity statement is related to students only, do we want to create one that includes employees. What do we need to do to make it a college-wide statement. The EEO and SSEC should be consistent. The current statement addresses students only but we want it to include all groups.

The council agreed to bring the current statement to our next joint meeting for discussion.



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Task 2: Implement President's Task Force Recommendations - Nina asked for participation on how we can develop the crosswalk. Cheryl suggested that we commit the next agenda item to developing the crosswalk.

10. Closing Comments/Adjournment

The meeting adjourned at 11:04 a.m.

NEXT MEETING(S)

April 19, 2024

May 3, 2024