



Equal Employment Opportunity Fund
District Expenditure Report
Fiscal Year 2018-2019

District Name: Hartnell Community College District

Report	EEO/Diversity Allocation Fund (Ed. Code § 87108)
(a) Total Unexpended Allocation from Previous Year (Carry Over)	\$ 0
(b) 2018-2019 Allocation	\$ 50,000
(c) 2018-2019 Expenditures (Same total listed below in column 1)	\$ 50,000
Unexpended Allocations (a + b - c) ** On a separate page, please describe anticipated use of funds and projected date.	\$ 0

Controlling Account	EEO/Diversity Allocation Fund (Ed. Code § 87108)	Other Funds	Total
1000 Academic Salaries	\$900		\$900
2000 Classified Salaries		\$88,369	\$88,369
3000 Employee Benefits	\$176	\$25,017	\$25,193
4000 Supplies & Materials		\$4,095	\$4,095
5000 Other Oper. Exp. & Svcs.	\$48,924	\$71,447	\$120,371
6000 Capital Outlay			
7000 Other Outgo			
Totals	\$50,000	\$188,928	\$238,928

I certify that this expenditure or local report is complete and accurate.

Please Print:

Name: Terri J. Pyer

Phone: (831) 770-6103

Signature: *Terri J. Pyer*

Prepared by: Terri J. Pyer

Title: Associate Vice President of Human Resources and EEO

E-Mail Address: tpyer@hartnell.edu

Date: *September 24, 2019*

Contact Phone No: (831) 770-6103



District Name: Hartnell Community College District

USE WHOLE DOLLAR AMOUNTS

(1) Performance Indicators	(2A) EEO Diversity Fund Expenditures (Ed. Code § 87108)	(2B) Other Fund Expenditures (Identify amount and source)	(3) Description of Activities
1. Activities designed to encourage students to become qualified for, and seek, employment as community college faculty or administrators.			
2. Outreach and recruitment.	\$40,125	\$178,666	see attachment
3. Professional development on equal employment opportunity.	\$8,798	\$10,262	see attachment
4. Accommodations for applicants and employees with disabilities pursuant to title 5, section 53025.	\$	\$	see attachment
5. Other reasonable and justifiable activities to promote equal employment opportunities.	\$ 1,077		see attachment

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California Community Colleges Chancellor's Office
Equal Employment Opportunity
District Performance Report for 2018-19
Fiscal Year 2018-19

HARTNELL COMMUNITY COLLEGE DISTRICT

2. Hartnell College continues to use web-based advertising, provides its applications online, and utilizes expanded recruitment efforts by using additional print and internet resources such as BlacksInHigherEd.com, AsiansInHigherEd.com, HispanicsInHigherEd.com, AHEAD.org (Association on Higher Education and Disability), and sites specific to particular disciplines and CTE professions.

Performance indicator: We attracted more than 1,944 applicants for 48 positions. 48 people were hired.

One incentive employed by the District to attract minority candidates is the payment of all management and full-time faculty candidates' expenses up to \$500, for a second, final interview. In 2018-19, we had major recruitment efforts for both full-time faculty positions (15) and management positions (13).

Performance indicator: We brought five candidates to campus for second-level interviews using the travel stipend (other candidates were local).

- 3a. In-service training for the academic year 2018-19 included "Summit 'Building Workforce Diversity: It Takes a Village'" and "Allegations and Reports of Sexual Misconduct: Effective Institutional Compliance with Title IX and Related Statutes", and "Managing Performance Through Evaluation." These workshops for managers and supervisors were offered in conjunction with other Central California Community Colleges through the Employment Relations Consortium.

The Associate Vice President of HR and EEO attended the annual Association of Chief Human Resources Officers/ EEO Officers conference in Sacramento, CA, in October 2018, where about half of the workshops attended were about diversity and EEO issues. An HR Specialist also registered for the Emerging CHRO's Program.

Performance indicators: All faculty, staff, and administrative employees had an opportunity to attend many conferences, workshops, trainings, and other professional development activities related to diversity and EEO issues impacting our students and employees.

Diversity funds were used to bring attorney Laura Schulkind on campus to provide a

“Hiring the Best While Developing Diversity in the Community College Workforce” training to every manager, full-time faculty members, and classified employees. Ms. Schulkind made four presentations of this diversity workshop during fall 2018 and spring 2019 to ensure that every employee was able to attend. Adjunct faculty were also invited to attend. A video recording of the presentation was also made available for those unable to attend in person.

- 3b. District funds used for student-sponsored events have promoted an increased sense of appreciation for diverse people and cultures, and promoted inclusiveness within the entire Hartnell community. Among the many campus celebrations last year were ones for Mexican Independence Day, National Coming Out Day, Dia de los Muertos, Filipino Heritage Month, multicultural winter holidays, Black History Month, Women’s History Month, Autism Awareness Month, and Cinco de Mayo. A documentary showing of “Black Girl in Suburbia” was featured in February. Additional programming included a Women’s Empowerment Conference themed, “The Best Version of You,” with keynote speaker Esmeralda Montenegro-Owen in March. A “Women Make Movies Feature Film Series” was also featured that month. The Hartnell baseball team sponsored an Autism Awareness Fundraiser in April.

Performance Indicators: Every Hartnell student and employee received email notices about these events and invitations to attend.

- 3c. District funds devoted to the Professional Development Program were used to fund travel, conferences, workshops, and activities that support equal employment and diversity, including sending faculty and staff to the following conferences: “The California Association of Teachers of English to Speakers of Other Languages-CATESOL,” “The National Association for the Education of Homeless Children and Youth,” “The National Conference for Higher Education in Prisons,” “The American Council on the Teaching of Foreign Languages,” and “No Borders Communication Workshop.” Upon return, each participant shares lessons learned with their colleagues and with a larger audience at the college.

During a January flex day called the Student Success Conference, our Educator in Residence, Dr. Melissa Salazar, founder of ESCALA Educational Services, Inc., was the keynote speaker and led a Q & A session. She came back to campus three more times in the spring to give additional diversity-related talks. The topics were “Relatedness as a Driver for Learning in Hispanic Serving Institutions,” “The Role of Culture in Learning,” “Assessing with Success in Mind: Using Cognitive Science to Boost Learning.”

Performance Indicators: Every Hartnell employee has an opportunity to apply for professional development funds to attend conferences, bring workshops and speakers to campus, complete an innovative project that will enhance student learning, and attend presentations, lectures, and workshops given by our educator-in-residence and by other invited guest lecturers.

4. Two applicants requested an accommodation this year. The District provided additional test time for a disabled applicant and another requested for a document camera during their interview. We also have made accommodations for a few disabled employees, but have not tracked these expenses separately. For instance, requests for specialized keyboards, monitor arms, stand-up desks, or office chairs have been purchased out of office supply accounts. Our buildings and other facilities are fully accessible.

Performance Indicators: Every Hartnell employee with a need for accommodation as immediately provided a reasonable, appropriate accommodation. Every applicant who requested an accommodation was supplied one.

5. Diversity funds were used to provide a stipend to Spanish language faculty to administer an oral Spanish language proficiency examination for classified staff, so that the District could reward employees whose bilingual skills make our campus more welcoming and accessible to community members, more than half of whom have Spanish as their first language.

Performance indicators: Oral Spanish proficiency examinations were created, and examinations were offered to all non-managerial classified staff. More than 96 employees have taken and passed the examinations, and now receive a monthly bilingual stipend.

