HARTNELLCOLLEGE

EQUITY ASSURANCE COUNCIL
May 15, 2026, 9 a.m.
E-112 and Zoom Access
Minutes

MEMBERS	Constituent Group	Present	Absent
1. Gayle Pitman, Co-Lead	Administration	X	
2. Bryce Craft	Administration	X	
3. Jason Garrett	Administration	X	
4. Gabriela Lopez	Administration	X	
5. Layheng Ting	Administration	X	
6. David Jones, Co-Lead	Classified (L-39)		X
7. Maria De Leon	Classified (CSEA)		X
8. Jackie Flores,	Classified (Confidential)	X	
9. Shastina Sanchez	Classified (CSEA)	X	
10. Julia Silveira	Classified (CSEA)		X
11. Maria Carmen Marquez, Co-Lead	H.C.F.A.	X	
12. Janet Flores	H.C.F.A.	X	
13. Peggy Munoz-Meador, Co-Lead	H.C.F.A.	X	
14. Corina Vasaure	H.C.F.A.	X	
15. Luzelena Atrisco	A.S.H.C.		X
16. Rosario Chavez	A.S.H.C.		X
17. Lizbet Merino Juarez	A.S.H.C.	X	
18. Abrianna Ruano	A.S.H.C.	X	

Guests: Marianne Fontes, Kayla Valentine

1. **Call Meeting to Order**
   Meeting called to order at 9:05am.

2. **Consider Approval of Agenda**
   Professor Vasaure motioned to approve the agenda. Professor Munoz-Meador seconded the motion. The motion carried with no opposition.

3. **Consider Approval of April 17, 2026 minutes**
   Dr. Garrett motioned to approve the April minutes. Professor Flores seconded the motion. The motion carried with no opposition.

4. **Update on Professional Development Committee and Professional Learning Center**
   Dr. Pitman provided context that the Professional Development Committee (PDC) has been under the oversight of this council, and that is the reason for the update. Professor Flores shared that the Professional Learning Center (PLC) did much with onboarding of faculty at the beginning of the semester and had ongoing events to support faculty. She noted that they collaborated with the IT department on AI sessions, they have an email and a website, and conducted their first needs assessment. The needs assessment results were shared with the Academic Senate and DE Committee. This leads into the update for the PDC: Due to Title 5 changes effective March 2026, the categories for flex time have been revised to include an advisory committee. There are now official guidelines that have been revised and will be shared in June 2026. Professor Flores shared that the Professional Learning Advisory Committee (PLAC) was created as had been suggested due to the Title 5 change. Dr. Pitman added that the Student Success Conference used to fall under the Professional Development Committee, but is now under the purview of a workgroup. VPHR Valentine added that the workgroup has a template to provide guidance when planning the Student Success Conference. She added that they will use EEO funds for professional development. Dean Fontes shared that VPI Grabiel will help clarify the future role of the faculty coordinator, but she wanted everyone to know that the training provided by Professor Flores this year was effective and appreciated by faculty. Dean Fontes added that the PLC wants to work closely with the DE Coordinator, and eventually have an instructional designer.

   Professor Flores shared the needs assessment showed that people are very passionate about professional learning. One of the things that did work before was having a technical support person on site who had the expertise to train everyone and an area with office supplies (including a copier and Scantron machine).

   Dr. Ting suggested Colleague training, which was previously provided for all employees in the Professional Development Center (now the Office of Information Technology). This training should be incorporated into the PLAC. VPHR Valentine added that onboarding is not just for the employee's first day. She shared that ATD noted we need to think from the student perspective and have the infrastructure to train our faculty and staff so they can better serve our students.

   Dr. Lopez added that the equity leads need to work closely with the professional development committee to ensure that equity is folded into the professional development opportunities. She offered her assistance and support to the PDC.

   ACTION
   Dr. Pitman suggested that we'll soon receive a site visit letter from ATD, and it will be important to bring the site visit recommendations to the PLAC and this council. One recommendation was if we wait for the structure to be what we want it to be, we're going to lose time. Rather we should get programming in place by acting now - this will reveal the components that are needed for improvement.

5. **Update from Art on Campus Committee**
   Dean Fontes shared that she, Jon Garner, and Marshall Sharpe communicated via email to draft ideas for the SOP. They looked at Chabot College and Cerritos College - both colleges

did a great job of differentiating between art galleries and public spaces. She shared the draft SOP on art, which is posted on the council's webpage. Dean Fontes stated that there are actually more steps that should be included in the SOP, but she reviewed what is listed in this current draft. First step, there should be a small advisory committee that vets proposals from folks who would like to display art on campus. It is important for facilities to be involved in the review process. Next, the facilities director would need to approve the proposal. Then, a spreadsheet/database would be needed to manage tracking of proposals, approvals, when art is placed and scheduled to be taken down. Dr. Lopez shared that one of the things she loves about the gallery website is that folks can scroll through the Hartnell collection - this doesn't necessarily need to be on the public facing website, but rather on our internal website. This would be a fun way for us to have access to our historical art collection. Dean Fontes shared that she had a discussion with Professor Sharpe and Celeste DeWald in the Foundation to see if we can have a database.

Dr. Pitman agreed with Dean Fontes that there needs to be more steps in the SOP. She also noted that there may need to be a separate process for long-term versus short-term art on campus. Dr. Pitman added that she would like to see a student on the committee. And, as part of the committee review process, there needs to be a budget component in the application process. She inquired if there were conversations regarding potentially controversial or offensive artwork proposals. Dean Fontes stated that they hadn't discussed this yet, but would take it into consideration for the SOP. Dr. Pitman asked if there would be a professional development opportunity to train folks on being intentional about the artwork requests. Dean Fontes made a note of Dr. Pitman's inquiry, and shared that they will include the satellite campuses in their considerations as well.

Dr. Ting asked if we should have a rubric as part of the SOP to avoid the issue of controversy. Dean Fontes stated that the rubric will be a part of the SOP and she will include Dr. Ting's suggestion.

ACTION
Dean Fontes and Professor Sharpe will work on the draft this summer and update this council in Fall 2026.

6. **Update on Employee Resources Groups**
   Director Craft shared that allocations are still being reviewed. With the transition in HR, they would like to wait until the new VP of HR arrives. Dr. Pitman stated that it would be helpful to invite the new VP to this council to update him on the vision and intent of our group. Professor Vasaure suggested that we should also invite Professor Jennifer Taylor to the same meeting when the VPHR is invited.

7. **Review of EAC's goals for AY25-26**
   Dr. Pitman shared that we will review the goals for this academic year, as well as for academic year 2026-2027.
   - Bias reporting - this was essentially folded into the student conduct process, which VPSA Guzman reviewed with us. Even though we haven't come up with a clear bias reporting process, this can easily be created and implemented in Fall 2026. Dr. Lopez agreed and

stated that we can incorporate into the professional learning needs to train support staff. Dean Garrett added that the Advocate information can help us to look at the type of training needed, especially when it comes to training everyone about bias. Professor Vasaure asked about our previous discussion to provide training at the Student Success Conference. Professor Flores stated that there is a learning curve regarding bias awareness, so she can add this topic as an upcoming training that they highlight during the Student Success Conference. Dr. Pitman shared that managers meet once a month for 2 hours, and that might be a good time to do training for them. Another opportunity with respect with faculty, have professional development training during area monthly meetings. Dr. Pitman recommended that a professional development hour could work if folks set a regular meeting time (e.g., one hour every Friday) and stick with it until it becomes a part of our culture. This is based on ATD's recommendation to not wait for the structure to be set in place.

- Board policies - Dr. Pitman stated this is in progress.
- Policy review - Dr. Pitman suggested creating and recommending a tool (e.g., equity rubric) where BPs and APs are reviewed with an equity lens. This would be in lieu of this council having to review all BPs and APs - teach the areas what to look for when evaluating their BPs and APs.

Dr. Pitman inquired if members have any other recommendations for next academic year. Professor Flores stated that she looks forward to seeing the fruition of artwork on campus next year. Professor Munoz-Meador shared that there used to be a designated office in Building C for adjunct faculty to meet with students and now there isn't, so she ends up meeting her students in the hallways. Discussion ensued about offices around campus that are assigned but underutilized and/or not available for adjuncts to use. Dean Garrett suggested that an equitable solution would be for this council to work with the Institutional Resources Council to review available spaces and find an office for adjunct faculty to meet with students.

8. Closing Comments/Adjournment

- Professor Marquez announced that she is stepping down from the SSEC, and thus will also be off the EAC effective Fall 2026.
- Professor Vasaure has completed her term with the EAC. She shared that Professor Anthony Bencomo plans to volunteer to be a member of the EAC effective Fall 2026.
- Professor Munoz-Meador agreed to continue as co-chair of the SSEC, but needs someone to chair the committee with her. She will also continue to serve as co-chair of the EAC for AY 2026-2027.

The meeting adjourned at 10:37am.

NEXT MEETING(S)
September 18, 2026
October 16, 2026
November 20, 2026