4 October 2016

TO: Hartnell CCD Employees

FROM: Willard Lewallen, Superintendent/President

RE: Equal Employment Opportunity notice

The Hartnell Community College District is proud of its commitment to equal employment opportunity, and invites you to participate in these efforts. This commitment is enshrined in Board Policy 3420:

*The District shall assure that effort is made to build a community in which opportunity is equalized and community colleges foster a climate of acceptance, with the inclusion of faculty and staff from a wide variety of backgrounds. The District agrees that diversity in the academic environment fosters cultural awareness, mutual understanding, respect, harmony, and suitable role models for all students. The District therefore commits itself to promote the total realization of equal employment through a continuing equal employment opportunity program.*

*The superintendent/president shall develop and maintain, with input from all college constituent groups, for review and adoption by the Board, a plan for equal employment opportunity that complies with the Education Code and Title 5 requirements that are, from time to time, modified or clarified by judicial interpretation.*

The Governing Board of the District adopted a District-wide Equal Employment Opportunity Plan on June 7, 2016 to implement its EEO Programs. The Plan requires that “Every year, all employees will be sent a notice of the District’s policy concerning equal employment opportunity and the web address for the Plan.” We invite you to review the Plan, which can be found on the District’s website at this link.


We also invite you to be part of this important and fun work! As part of the participatory governance process, the District has an EEO/Diversity Advisory Committee, whose purpose is, in part, “to assist the District in implementing its EEO Plan and to assist in promoting an understanding and support of equal opportunity and nondiscrimination policies and procedures.” You can volunteer to fill any at-large vacancies on the committee, attend the many diversity-related trainings and events held on campus, and do your part to create a welcoming, inclusive community that values the contributions of all. If you are interested in serving as an at-large member on the committee, please directly contact Terri Pyer, Associate Vice President | Human Resources & Equal Employment Opportunity. You are invited to attend committee meetings, whether or not you are an official member. Meeting dates, agendas, and minutes are published on the committee website here:

[www.hartnell.edu/diversityeeo-advisory-committee](http://www.hartnell.edu/diversityeeo-advisory-committee)