

**Mt. San Antonio College**  
**Campus Equity and Diversity Committee (CEDC)**  
**Group Minutes of March 11, 2018**  
**9:00 a.m. – 10:30 a.m. Building 4, Room 2320**

**Committee Members:**

- |  |   |   |   |   |
|--|---|---|---|---|
| <input checked="" type="checkbox"/> Maria Davis, Faculty           | <input checked="" type="checkbox"/> Kambiz Khoddam, Faculty | <input checked="" type="checkbox"/> Sophia Salazar (Notes)  | <input checked="" type="checkbox"/> Lina Soto, Faculty (Co-Chair) | <input checked="" type="checkbox"/> Lorina Boon, Continuing Ed Rep                  |
| <input checked="" type="checkbox"/> Manoj Jayagoda, ACCESS         | <input type="checkbox"/> Ryan Wilson, Designee              | <input type="checkbox"/> Jesus Garcia, Student              | <input checked="" type="checkbox"/> Rosa Asencio, CSEA 262        | <input type="checkbox"/> Sokha Song, Dir. EEO Programs & Title IX Coord. (Co-Chair) |
| <input type="checkbox"/> Michelle Sampat, Mgmt. Rep.               | <input type="checkbox"/> Michelle Stewart-Thomas, Faculty   | <input checked="" type="checkbox"/> Eric Kaljumagi, Faculty | <input type="checkbox"/> Johnny Jauregui, CSEA 651 Rep            | <input type="checkbox"/> Diana Dzib, Classified Senate Rep                          |
| <input checked="" type="checkbox"/> Lucy DeLeon, Confidential Rep. |   | <input checked="" type="checkbox"/> Melinda Bowen, Faculty  |   | <input type="checkbox"/> Joan Sholars, Faculty Association Rep                      |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	<ul style="list-style-type: none"> <li>• Meeting began at: 9:05 am</li> <li>• Introduced new member Lucy De Leon to the committee</li> </ul>	
<b>2. Agenda Review</b>	<ul style="list-style-type: none"> <li>• No additional items were added to the agenda.</li> </ul>	
<b>3. Review Minutes from November 19, 2018 meeting</b>	<ul style="list-style-type: none"> <li>• Minutes for November 19 meeting were approved without changes.</li> </ul>	
<b>4. EEO Plan</b>	<ul style="list-style-type: none"> <li>• Eric suggested to have the listing of faculty broken down by division, gender, and ethnicity and broken down by department.</li> <li>• Discussed getting a demographic report for applicants that shows what the candidate/applicant pool looks like for all positions.</li> <li>• Lina reviewed the changes made to area IX of EEO Plan - Condensed two paragraphs into one. Decided not to list community agencies and professional organization and made sure to note that candidates contact HR, not the chair of the position.</li> <li>• For area IX, it was suggested to delete Appendix B.</li> <li>• Discussed where we should ask to advertise our positions, the committee would like to verify if this is in the AP.</li> <li>• Committee would like HR to explain what differentiates a classified administrator and a classified manager.</li> <li>• Area X Group provided their updates - Many items paraphrased Title V, Areas A – G did not have many changes as it was pulled from Title V. Terms Secretarial and Clerical were broken down into Administrative Specialist and Executive Assistants. Discussed to add Executive Management under Category A.</li> <li>• Area X - Discussed to separate #9 (Tech &amp; Health) from Category B into two separate areas to show #9 as Technology and add # 10 as Health.</li> <li>• This list came from Ed Code, Rosa would like Sokha and Ryan to assist in this area of the EEO Plan. If there are edits in this area, they should be sent to Lina; <i>edits such as breaking down departments within each division.</i></li> <li>• Area XII - Category H - The last sentence of the first paragraph was removed, certain codes were outdated so these were removed. A new category “N” was added which discusses Analysis of recruitment postings.</li> </ul>	<ul style="list-style-type: none"> <li>• EEO Plan changes need to be completed by the next meeting as it needs to go to PC.</li> <li>• Melinda to assist Lina and Eric in Section XII</li> <li>• Sokha and Ryan to provide updates on their sections to the committee at the next meeting.</li> <li>• Committee would like to determine classified administrator and classified management</li> </ul>

Campus Equity and Diversity Committee

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ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
4 EEO Plan Cont'd	<ul style="list-style-type: none"> <li>Area XI – Discussed how diversity questions can be more inclusive and what the committee should do when we find disparities in the demographic reports.</li> </ul>	
5. Open Session Items (open items)		
6. Future meeting Topics	<ul style="list-style-type: none"> <li>Demographic Report: Recommend that this communication go out to and not stay in the committee (add to discussion) What would happen after? Would it be summarized? Brought to PAC?</li> <li>Purpose and Function: internal definition/ flowchart of decision making process / where does this information go?</li> <li>EEO Plan</li> <li>Changes to EEO plan may affect BP's / AP's</li> </ul>	

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
7. Set agenda for next meeting	<ul style="list-style-type: none"> <li>Welcome/Introductions</li> <li>Review Minutes from March 11, 2019</li> <li>Agenda Review</li> <li>EEO Plan</li> <li>Open Session (open items)</li> <li>Future Meeting Topics</li> <li>Information to President's Advisory Council (PAC) - Ongoing</li> <li>Set agenda for next meeting</li> </ul>	

Meeting ended at:

**FUTURE MEETING DATES**

Date	Time	Location
April 8, 2019	9:00 a.m. – 10:30 a.m.	4-2320
May 13, 2019	9:00 a.m. – 10:30 a.m.	4-2320
June 3, 2019	9:00 a.m. – 10:30 a.m.	4-2320