

Equal Employment Opportunity Advisory Committee (EEOAC)

March 9, 2021

ZOOM

1:30pm - 3:00pm

EEO Plan Only

Present: Michael Shanahan, Deneatrice Lewis, Perla Jones, Roxane Byrne, Andrew Gil, Joyce Coleman, Timothy Stone, Rachel Walsh, Camila Acosta, Sherie Brinley Higgins, Luz Reyes-Martin
Absent: Carson Mitchell, Jeanette Chian Brooks

[EEO Plan 2017-2020](#)

- I. **Information:** Italics are added items during the meeting so it can be seen over Zoom, Roster at the end of agenda.
- II. **Approval of Minutes:**
 - A. [February 23, 2021](#)
- III. **HR Management Software:** Deneatrice Lewis
 - A. PeopleAdmin v NeoEd
 1. *Discussion on Minimum Qualifications, Redacted Applications*
- IV. [EEO Plan Data](#) - Deneatrice Lewis
 - A. [EEO Plan Data Tables](#)
 - B. *EEOAC to provide feedback on analysis language by next meeting*
- V. *Public Sector DIBE Committee *For approximately last 6 months: Diversity, Inclusion, Belonging, and Equity*
 - A. *Members: County of Santa Barbara, City of Santa Maria, City of Goleta, City of Santa Barbara, Santa Barbara City College HR and Title IX*
- VI. **Review suggestions in EEO plan, ideas will be put into "Parking lot" Comments within the plan. Committee members may add comments to the plan at any time.**
 - A. [EEO Plan 2017-2020](#) for 2020-2023
 1. *Completed document review*
 2. EEOAC members to take document to groups as information for objectionable concerns or missing items concern as a clean copy pdf.
 3. *Discuss bringing to CPC: announce as information for any areas missed or major areas of concern, 1st March agenda and then April BOT meeting. CPC to be given the document when it is completed, in advance of BOT if dates allow.*
- VII. **Next?**
 - A. **Market EARGs:** [Los Rios Example](#)

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1. *Create the web page (Los Rios) that is linked to resource group pages (omni)*
 2. *Cannot link to external websites*
 3. *How creative can the pages be?*
- B. *EEO Mini-grant program -*
<https://www.vcccd.edu/sites/default/files/departments/human-resources/EOAdvisoryCommittee/Mini-GrantProgram/final2018diversityminigrantbrochure.pdf>
- C. *Hiring practices to incorporate EEO - discussed*
- D. *Application Hygiene - discussed, easier with switching to NeoEd*
- E. *EEO Facilitator vs EEO Representative*
1. [Tom Brown and Associates](#): “Hiring as Intentional Community Building” for committees, and more practical additional training for EEO Facilitators. - *discussed*
 2. *Screening in for the best qualified candidates*
 - a) *Higher Education level does not automatically mean the candidate is the best qualified. Example: PhD vs Masters degree for faculty positions. As long as both candidates meet MQ’s, the PhD does not necessarily equate to a more qualified candidate*
 - b) [Checklists for EEO facilitator](#)- *discussed and created draft*
 - c) *Committee feedback surveys and hiring manager surveys in progress by HR*
 - d) *Title of EEO person is significant*
 - e) *Selection Process for EEO reps, specific training*
- F. *Equity - definition campus-wide, needs a consensus*
- G. *Relocation allowance for new hire faculty - past amount, \$2k?*
1. [MOU](#)
- H. *Interview Diversity Questions and Application Diversity Questions*
1. [Sample OWU](#)
 2. [EEOAC Diversity Questions - working document](#)

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3. Faculty, Administrator, Classified staff etc.
- I. Faculty project
 1. [LACCD Project Match](#)
- J. Success through Equity Achievement Award Program
 1. In existing SEL programming?
 2. Former HR program - list of things
 3. Dallas Community College? 5yr program
- K. PT Faculty Selection process
- L. *Exit Interviews discussed and implemented February 25, 2021*

Roster:

Voting Members

1. Roxane Byrne (Office of Equity Representative)
2. Sherie Higgins (CSEA)
3. Tim Stone (CSEA)
4. Camila Acosta(faculty/AS)
5. Andrew Gil (faculty/AS)
6. Jeanette Chian Brooks (ALA)
7. Luz-Reyes Martin (ALA)
8. Joyce Coleman (cabinet-level administrator)
9. Carson Mitchell* (ASG) *Interim, pending appointment from ASG for permanent*

Non-voting members

10. Michael Shanahan (VP of HR, *not counted as quorum*)

SBCC has established an Equal Employment Opportunity Advisory Committee (EEOAC) to act as an advisory body to the equal employment opportunity officer and the institution as a whole to promote understanding and support of equal employment opportunity policies and procedures. The Equal Employment Opportunity Advisory Committee assists in the development and implementation of the Plan in compliance with state and federal regulations and guidelines, monitors equal employment opportunity progress, and provides suggestions for Plan revisions as appropriate.