

Monday, October 13, 2025

11:30 am – 12:30 pm

Zoom Link: <https://marin->

edu.zoom.us/j/83274374121?pwd=NsryjjUTLMJMFQ4O9xPEh8uj6w5xai.1&jst=1

Present: Angela Lingo, Alyssa Graff, Marco Cantua-Alvarez, Lauren Servais, Kat Alvarado Wing, Holley Shafer

Absent: Carl Freschl, Angela Olmanson, Manny Kang, Anna McShea

Note Taker: Brandon Christian

Call to Order: Called to order at 11:33 am.

- 1. Agenda:** The agenda was reviewed.
- 2. Minutes:** The minutes were sent out previously and reviewed prior to the meeting.
- 3. Agenda Item: EEO Representative Update**

The co-chairs shared that President Eldridge would like to move forward with having an EEO representative participate in screening committee interviews. The co-chairs have met with the Vice President of Human Resources and President Eldridge to discuss it further.

The co-chairs are still working on identifying our needs in terms of having an EEO rep. The co-chairs will observe a classified recruitment this year to see where an EEO rep. might come into play. They will share what they observe in the screening process with the EEOAC, and collect feedback on what the EEO rep. would do based on what's needed in the recruitment process. Some of those details include who the EEO rep. would be, how it would work, and where one would come in in the screening process.

Shafer recommended the co-chairs review the disproportionate impact data from one of PRIE's previous surveys on a phase analysis to help identify where the need for an EEO rep. may come in.

There was a recommendation for their to be a pilot for the EEO rep. process, and survey the committee members on how/if an EEO rep. would make them feel comfortable and still

allow them space to discuss certain things. Sometimes with an EEO rep., people may not feel comfortable saying anything. The council discussed how to create and employ the EEO rep. and have screening committee members still feel comfortable to discuss things in the screening process.

There was a recommendation for the EEO rep. to be apart of the committee and not just an observer.

The co-chairs will also consider the moments where they would step in as EEO reps. as they conduct an observation of a classified screening committee this fall. They are hoping to gather a bunch of information to report back to the EEOAC and show what it might look like.

4. Agenda Item: Awards and Recognition Update

The co-chairs have collected feedback from quite a few individuals in terms of what the actual award is. They are thinking of calling it a DEIAA award, and have it be an award from the district. Servais shared a document that outlined the award.

The co-chairs envision that people will be nominated from each constituency group, and the form would ask why the individual deserves the award. The nominations would be submitted via MS Forms, EEOAC would review the nominations, and then a recommendation would be made to the college president.

Regarding the nominations, if people are nominated twice, they are automatically considered to be reviewed by the council. If anyone on the council might be nominated, they would be excluded from the application review process.

The co-chairs envision that the selected winners of the award will be awarded during convocation as a surprise. The co-chairs would take what was written about them in the submission, share it with MarCom, and then someone at convocation will read their information aloud, then they are presented with a plaque and award.

The council discussed this process and there was positive feedback on it being a district award. The council discussed allowing students to nominate someone. There was positive feedback amongst the council on the award being distributed at convocation.

The list below are items the council discussed they would need to decide on at a later date:

- Should this go to college council?
- Should it happen once a year or once a semester?
 - There was a recommendation for awarding once each academic year, but the council would need to consider PT faculty who may only teach one semester per year.
- What does the design of the award look like? The council discussed it being an anchor, and next year something different, or having the same award each year.
- What would the process look like if someone was an hourly employee?

The council reviewed the draft submission form and made updates regarding the required information for the nominated individual, and other updates.

The co-chairs will update the draft nomination form, share it with President Eldridge, and then give the council an update at the next meeting.

5. Agenda Item: Committee Workgroup Updates

The present workgroup members shared the updates below on their work towards Component 13 activities.

Lingo will get an update for the next meeting on the surveys for declined job offers and applicant experience.

Lingo shared that the onboarding orientation is almost finished, they are waiting to provide more photos and videos to the vendor and then it will be ready soon. This year we will evaluate results of the orientation that COM will be offering and feedback will be provided soon. Graff offered to provide support with the virtual onboarding orientation.

Graff shared that the Create and Grow Leadership program is going great, they are in their project phase right now and surveying classified professionals on different items. Graff is doing quarterly surveys, and she will do an overall evaluation survey and she will share results with the council.

The co-chairs requested that each council member be prepared to give an update on their status on Component 13 goals and progress each meeting. It's important to document progress, and the co-chairs are happy to help if anyone needs support on different items.

Meeting adjourned at 12:23 p.m.