

## **EEO Advisory Council: May 24, 2021 from 2-3pm**

**Present:** Manny Kang, Angela Olmanson, Terry Brown, Ryan Byrne, Tonya Hersch,  
**Resources:** Holley Shafer

**Absent:** Alexander Jones, Shaila Arbona, Nekoda Harris

- **EPC Perspective**
  - Year 3 of Strategic Plan and mid-year of EMP
  - Grow your Own under Post-Hiring Umbrella
  - Align Priority Areas with Multiple Methods
  - Performance Indicators: need to align efforts with CO Multiple Methods
  - Co-Chair Ryan Byrne will provide a reorganization draft of Priority areas with CO Multiple Methods
  
- **EEO Priority Areas Updates**
  - **Priority #1:** Pipeline Development
    - **Pre-hiring**
    - **Hiring**
  - **Priority #2:** EEO Representatives on Screening Committees
    - Research about how other colleges structure their EEO committees has been completed and posted on the EEO Shared Drive.
  - **Priority #3:** EEO Visibility via Webpage, Newsletters, and Presentation of Data
    - See Draft of Webpage below
  - **Priority #4:** Equitable Hiring Incentives
    - Fall 2021 Work Template
      - Fall 2021 work timeline
      - Constituents or groups to engage for the work ahead
      - Cost and resources necessary for work
    - Fall 2021 Focus Areas
      - Flexible work hours -- or remote work options
      - Education subsidies
      - Career development opportunities/Professional Learning and Mentoring
      - Employee Appreciation Programs
      - Childcare Assistance
      - Community and organizations that support people of color
      - On-boarding within Departments
  
- **EEO Shared Drive**
  - <https://marinedu.sharepoint.com/sites/EEOAdvisoryCouncil>

**Next EEO Advisory Council Meeting on Monday, September 27 from 2-3pm**

## **COM Current Web page**

### **EEO Council Charge**

The District has established an Equal Employment Opportunity Advisory Council to assist the District in implementing its EEO Plan. The Council will strive to include a diverse membership of individuals committed to equal employment opportunity, diversity and inclusion. Efforts to maintain a diverse council membership will be documented to demonstrate the District's on-going commitment to recruit and include monitored groups on the Equal Employment Opportunity Advisory Council. The Council may sponsor events, training, or other activities that promote equal employment opportunity, nondiscrimination, retention and diversity.

### **Membership Composition**

Ryan Byrne and Stormy Miller, Administrators/Co-Chairs

Shaila Arbona, Faculty

Nicole Barnett, Faculty

Manjit Kang, Faculty

Teresa Brown, Classified Staff

Alexander Jones, Classified Staff

James Creed, Student Representative

Tonya Hersch, Administrator – (Interim Co-Chair)

Prateek Sunder, Student representative

Dawud Anderson-Zafir, Student Representative

Nekoda Harris, Administrator/Resource

Angela Olmanson, Administrator/Resource

Holley Shafer, Administrator/Resource

### **Strategic Plan Priority Areas:**

Priority #1: Pipeline Development

Action Step 1.1 Develop a comprehensive, equity-minded, ongoing outreach process to build relationships with graduate programs, other institutions, and potential candidates that lead to more diverse applicant pools in alignment with the EEO Plan.

Priority #2: EEO Representatives on Screening Committees

Action Step 1.4 Hiring protocols are changed so that EEO representative is present during interview committee convenings.

Priority #3: EEO Visibility via Webpage, Newsletters, and Presentation of Data

Action Step 1.1 Develop a comprehensive, equity-minded, ongoing outreach process to build relationships with graduate programs, other institutions, and potential candidates that lead to more diverse applicant pools in alignment with the EEO Plan.

Priority #4: Equitable Hiring Incentives  
Action Step 1.5 Review and exp

## **Equal Employment Opportunity Longitudinal Data**

### **Equal Employment Opportunity Policy Statement**

The Marin Community College District is committed to the principles of equal employment opportunity. The District will implement comprehensive programs as articulated in the Equal Employment Opportunity Plan to demonstrate the District's commitment to putting those principles into practice.

District policies ensure that all qualified applicants and employees have full and equal access to employment opportunities, are not subjected to discrimination in any District program or activity on the basis of ethnic group identification, race, color, national origin, religion, age, sex, physical disability, mental disability, ancestry, gender identity, sexual orientation, language, accent, citizenship status, transgender status, parental status, marital status, economic status, veteran status, medical condition, or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District is committed to efforts which achieve a workforce that is welcoming to individuals from all ethnic and other groups, all genders, and persons with disabilities in order to ensure that the District can provide an inclusive educational and employment environment for its students and employees. An inclusive educational and employment environment fosters cooperation, collaboration, acceptance, democracy and free expression of ideas. The District Equal Employment Opportunity Plan will be posted on the College of Marin website under the "President's Office" and will be maintained to ensure the implementation of equal employment opportunity principles that conform to current and evolving federal and state laws and Board Policy: BP 3410, BP 3420, BP 7100.

Individuals with concerns about discrimination, sexual harassment or disability concerns may contact any manager for immediate assistance to get answers to their questions, find support or make a report. The College of Marin contact: Director of Human Resources, 415-485-9520.

Information concerning discrimination and complaints of discrimination can also be obtained from:

- [California Department of Fair Employment and Housing](#)
- [Office of Civil Rights](#)
- [United States Equal Employment Opportunity Commission](#)

### **EEO/Diversity**

The Marin Community College District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board of Trustees recognizes that diversity in the academic environment fosters cultural awareness,

promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity as well as diversity and provide equal consideration for all qualified candidates.

## EEO Plan

- District Diversity and Equity Advisory Committee  
The mission of the Diversity and Equity Advisory Committee (DEAC) at College of Marin focuses on student issues of safety and social justice within our college community. We foster a safe and sustainable academic, cultural, and social environment by supporting difference and diversity, equal access to education, and forums for social justice. DEAC advises the [Student Access and Success Committee](#).

The Equal Employment Opportunity Advisory Council will assist in the implementation of the EEO Plan in conformance with state and federal regulations and guidelines, assist with monitoring equal employment opportunity progress in the District, provide strategies to meet the Plan requirements, and recommend EEO Plan revisions in support of evolving equal employment opportunity laws and District goals.

- [Inclusion, Diversity, Equity, and Action \(IDEA\) Committee](#)
- [Legal/Policies & Procedures](#)
- [Screening Committee Training](#)
  - [Screening Committee Composition Guidelines](#)
  - [Screening Committee Confidentiality Agreement & Nepotism Declaration](#)
  - [Screening Committee EEO-Diversity Best Hiring Practices](#)
  - [Screening Committee Training Presentation](#)
  - [Screening Committee Hiring Process Guide](#)
  - [Recruitment Process for Hiring Managers](#)

## Resources

### Webinars

### News Letter