

Meeting summary for EEO Advisory Council (11/06/2024)

Zoom Adoption and Component 13 Updates

In the meeting, Stormy discussed the shift from Teams to Zoom for note-taking due to the AI companion feature being more efficient. The team will continue to use Teams for meeting minutes, agendas, and documents, while Zoom will be used for meetings. EEOAC will use the document in Teams folder to track progress on component 13 items.

DEIA INSTITUTE RE-CAP

- Discussed recent professional development experiences, highlighting the DEI Institute and an AI session, with an emphasis on the importance of integrating these topics into all aspects of work, not just as separate workshops.
- Noted the increasing relevance of AI, particularly in small businesses, and its implications for student employability.
- Suggested leveraging existing professional development programs from the Chancellor's office to enhance networking opportunities and deepening conversations about AI within the institution.

Caring Campus Updates

- Update on the Caring Campus, highlighting the successful coaching sessions, joint session with executive leadership, and upcoming work group sessions. She also discussed the momentum and excitement around the classified professional leadership program.
- Discussed the progress of the classified professional leadership program, its alignment with the strategic plan, and the need for further feedback from the executive team.

Classified Professional Learning Program Updates

- Presentation of a vision for a professional learning program for classified professionals, focusing on self-leadership, networking, and goal setting.
- The program would consist of a three-day institute, followed by a project with a cohort and a mentorship component.
- The program would be open to all classified employees, with an application process to ensure alignment with the program's goals.
- Discussed the need for an equity lens throughout the program and the importance of creating a sense of leadership among participants.
- Suggested the possibility of shadowing roles for participants

Employee Engagement Survey Response Rates and Concerns

- Survey had a 35% response rate, with 290 completed surveys.
- There are concerns about the response rates among certain demographics, as they were particularly low among part-time faculty and Hispanic/Latino and African American employees.
- Despite these concerns, the results were deemed generalizable to the population.
- The team discussed the challenges of reassuring employees that their responses were safe and anonymous and potential for further engagement with affinity spaces

- They also considered the possibility of conducting focus groups to gather more specific feedback.
- The team also discussed the need to publish the results online

Component 13 Progress Updates

- The progress on component 13 was reviewed, with updates provided on the district-wide orientation for all employees and the development of department-specific guidelines for managers
- The goal is to have these ready for the spring semester
- Discussed onboarding incentives and employee attendance at orientation sessions.
- Reported on the progress of the pre-hiring section, with members of HR involved.
- Discussed the team's participation in the job fair and their plans to reach out to existing partners and organizations in the district.

EEO Committee Resource and Direction

- Discussed the need for external resources to support the work of the EEO committee, particularly in areas such as pre-hiring, hiring, and post-hiring.
- Was suggested that the committee might need to engage with individuals who are not currently members, such as Tonya and Lauren, who have valuable perspectives.
- Was mention for the need of a decision on the direction of the EEO committee's work
- Group needs to be realigned with Component 13 areas of intent

California Community College Training Bill

- Discussed the recent passage of a bill requiring the California community college system to develop a disability access and compliance training for all employees. This training, similar to sexual harassment training, is expected to be implemented by January 2026.
- Mention of the potential for collaboration between the Chancellor's office, California State University, and the University of California on the development of this training.

January Flex Week/PLC

- Team to review a document more strategically and update it.
- Alyssa expressed interest in participating in conversations about new employee orientation, particularly on professional development, and was added to the group.
- The team discussed the upcoming Flex Week, with a focus on supporting each other and potential themes of AI and innovation, post-Covid burnout, and caring for each other. The team also discussed the possibility of including more sessions for classified staff in Preflex and Flex.

Employee Engagement and EEO Plan

- Nekoda emphasized the importance of employee engagement and the need for the group to be involved in various initiatives.
- Highlighted the role of the EEO plan in identifying groups to help with these initiatives, including the new employee orientation.

- Stormy suggested leveraging resources and the EEO plan to support retention and create a sense of belonging.
- She also proposed discussing the concept of "care" institutionally.
- Nekoda encouraged the committee to engage with those who were enthusiastic about the work done in May.
- Angela agreed to review the progress made and discuss the next steps with the group she was assigned to.

Next steps

- Alyssa and Cara to continue work on the Classified Professional Leadership Program and provide updates to the EEOAC.
- Holly to complete and distribute the employee engagement survey report, including exploring opportunities for focus groups with affinity spaces.
- PLC (Alyssa and Cara) to finalize Flex Week theme and send out call for proposals, considering inclusion of new employee orientation and sessions relevant to classified staff.
- EEOAC members to review the EEO Plan Component 13 and engage additional stakeholders from the May event to participate in initiatives.
- EEOAC members to document updates to Component 13 in the Teams folder