



HARTNELL COLLEGE

Diversity/EEO Advisory Committee

Minutes

October 31, 2022 at 2:45 p.m., ZOOM

NAME	REPRESENTING	PRESENT	ABSENT
Dianna Rose	Administrative, co-chair	X	
Daniel Lopez	Faculty, co-chair	X	
Moises Almendariz	Administrative, HSI Programs	X	
Carmen Corona	Administrative, Equity Programs		
Augustine Nevarez	Administrative, Student Life		X
Michelle Peters	Administrative, DSPS		X
Jennifer Taylor	Faculty	X	
Jazmin Rios	Faculty, PT		X
Lluvia Del Rio	Classified (CSEA)	X	
VACANT	Classified (L39)		
VACANT	Manager/Supervisor/Confidential		
Apolonia Preciado	Student	X	
Dulce Madrigal	Student	X	
VACANT	Community Representative		
VACANT	Community Representative		

Others

Cristina Zavala	HR (minutes)
Tracie Stafford	Guest/Bodine Group
Bridgette Bodine	Guest/Bodine Group

1. Finalize Committee Charge

Dianna Rose



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Dianna shared the two job descriptions going to the Board of Trustees for approval on Nov. 1, 2022. The positions are: Associate Vice President of Institutional Equity and Effectiveness and Dean of Student Equity and Pathways.

Dean of Student Equity and Pathways works along with the Dean of Institutional Planning and Effectiveness, both positions will report to the Associate Vice President of Institutional Equity, Effectiveness and Success.

The committee discussed adding these positions to the council once they are filled dependent on the restructure. The committee presented suggestions on the name of the committee to be "Council on Institutional Equity and Inclusion" Moises offered to develop a flowchart to show all areas that have equity as part of their function. He will share with the committee.

2. Goals for 2022-2023

The committee was encouraged to share their goals for the 2022-23 year, below is what the committee developed.

1. **Establishing Support Groups for Faculty and staff for marginalized groups.** Daniel spoke on coming to work at Hartnell and his experience. Whether it's a zoom or on campus, it's something that we can do to help them adapt to the area, and have someone in common that they can relate to.
2. **Establishing a firm faculty presence that is part of the institution**
3. **Establish data standards for equity needs on campus.** Establish specific data that we want to compile so we can make better decisions on campus.
4. **Training** (Keenan - helps check a box)
 - a. Cultural awareness
 - b. Selection committee member (to include guidance and process on scoring rubric and screening criteria)
5. **Update job applications, job descriptions, reference check forms to align with District's DEIB strategies including diversity statement scoring rubric.**
6. **Finish and submit the EEO Plan, due February 2023**

3. Action Items for Committee

1. Develop a Technical Communication Plan - who and how are we doing as a committee, have the message out there
 - a. Develop Implementation Plan
 - b. Give an update to the Board of Trustees with the work that the committee has implemented
2. Flowchart of all campus groups (Moises A.)



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4. Next meeting topics

1. Review/edit diversity statement scoring rubric. The committee will share input via shared drive.
2. Review & Finalize
 - a. Committee Name
 - b. Committee Handbook, including updating committee purpose statement
 - c. Committee Goals
3. Finalize timeline for action items

Changes will be shared with various councils for wide-spread dissemination, endorsement, awareness and feedback. The committee recommendation will go to the College Planning Council for approval.

Next Meeting: November 14, 2022.