



<http://www.vcccd.edu/departments/human-resources/diversity-and-equal-employment-opportunity>

**Ventura County Community College District
EEO Advisory Committee Meeting Minutes**

April 24, 2020; 10:30-12:00 p.m.

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/97440962732>

Or Telephone: Dial: +1 646 876 9923 (US Toll)

Meeting ID: 974 4096 2732

Present

Via Zoom: ~~Andrea Barroso~~ ~~Elisa Carrasco~~ ~~Amelia Medina~~ ~~Dan Barroso~~ ~~Carla~~

Absent: ~~Gg~~ ~~Gp~~ ~~Jid~~ ~~Jid~~ ~~Clark~~ ~~Mat~~ ~~ran~~ ~~Palm~~ ~~Mz~~

Approved:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
01	Meeting started at 10:30 a.m.	N/A	N/A	N/A
02	<ul style="list-style-type: none"> On motion by Amparo Medina, and seconded by Laura Barroso, the meeting minutes for March 27, 2020 were approved. 	<ul style="list-style-type: none"> Post approved minutes to the website 	ASAP	Cece Chavez
03	<ul style="list-style-type: none"> Andrea shared that, with assistance from Peter Sezzi and Tania De Clerk, she conducted the Screening Committee Facilitator training on 4/23/20. Andrea shared that the training was very productive. It was beneficial to get all the facilitators together to share best practices and discuss new virtual practices. The facilitators will be conducting Zoom interviews in the future. Marisa Lynch, HR Technician, will be assisting the facilitators with Zoom as needed. There was a lot of feedback regarding the hiring process. The facilitators would like to meet again in the fall. Andrea shared some of the AFT concerns that she discussed with the facilitators during the training: <ul style="list-style-type: none"> Facilitators changing interview questions Facilitators selecting committee members Facilitators need to go over diversity in more detail Facilitators need to stay alert during breaks to prevent side conversations 	N/A	N/A	N/A



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Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible Personnel
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Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
<ul style="list-style-type: none"> 8 9 10 11 12 <p style="text-align: center;">0</p>	<ul style="list-style-type: none"> • Andrea presented the Equal Opportunity Fund Multiple Method Certification Form. She mentioned that for next year, this report should be worked on throughout the year by the Committee. • On motion by Amparo Medina, and seconded by Maria Urenda, the Equal Opportunity Fund Multiple Method Certification Form was approved. 	N/A	N/A	N/A
<ul style="list-style-type: none"> 13 14 15 <p style="text-align: center;">9</p>	<ul style="list-style-type: none"> • Andrea shared her interest in seeing an updated Diversity Training Video talking about diversity in a more modern way while including the basic concepts. Discussion ensued about potentially using EEO funds to solicit an outside consultant to help with this project. Another idea was brought up to collaborate with the District Professional Development Committee. • Andrea gave an update on the College Diversity Plans Resolution. Dr. Gillespie responded that the resolution needs to go to the Board if it has not already. • Amparo brought up the VCCCD Faculty/Staff Diversity Mini Grant program. Carolyn shared that this is a newer grant but there has been no requests from the campuses to use the funds. • Carolyn Inouye shared her concerned about conducting remote interviews and hiring a great online instructor who may not interact well with students in person. There are a few Zoom interviews coming up in the near future in which Carolyn, Elissa and Amparo will participate. The Committee requested that they share their experiences at the next meeting. 	N/A		<ul style="list-style-type: none"> • Follow-up with

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