

EEOAC MEETING  
September 9, 2008  
Human Resources Conference Room

|          |               |                |
|----------|---------------|----------------|
| Present: | Robin Huber   | John Gallant   |
|          | Lucinda Aborn | Alva Acosta    |
|          | Shola Shodiya | Cynthia Convey |

Ms. Convey stated that there was a clarification of membership. The District/CCFF contract negotiations granted CCFF a seat on the EEOAC. This seat was an additional seat on the Committee and was not intended to supplant the existing Faculty Senate seats. Therefore, when Ms. Convey made the presentation to the Coordinating Committee on September 8, 2008, she requested an additional Faculty Senate appointment, an additional CSEA appointment and an ASCC appointment to the Committee.

Ms. Convey also announced that Ms. Terrie Lopez resigned her seat on the Committee and that ACCME appointed Dr. Lucinda Aborn to that seat. Dr. Aborn was present and was welcomed to the Committee.

The ASCC representative, Ms. Shola Shodiya, was appointed and present at this meeting and was welcomed by the Committee. The Committee discussed the fact that the quorum rules were four members of the Committee which included at least one representative from management, one representative from faculty and one representative from classified service. The Committee had a quorum for this meeting.

It was noted that if all persons were in attendance at the meeting, then the HR Conference Room would not accommodate full attendance. Ms. Convey agreed to talk to Facilities about scheduling another room for the meetings.

Ms. Convey announced that the Acting President, Mr. William Farmer gave direction to the EEOAC to work on a present a plan/timeline which would allow the completion of the Selection Procedures by March, 2010. The Committee discussed The Selection Procedures would, therefore, become a priority. The Selection Procedures would need to be written and have shared governance approval by the March 2010 deadline.

The Committee felt that it needed additional information before planning timelines could be done. Representatives agreed to discuss the time that would be needed for shared governance review with their constituent groups. Ms. Convey was asked to present an outline of the proposed

Selection Procedures. Ms. Convey distributed a copy of draft procedures that were developed by the Committee in 2006 and brought by Ms. Horvath last year.

Ms. Convey stated that the Introduction paragraph would be acceptable. However, the following sections:

1. Vacant Management Position
2. Authorization To Fill Vacant Position
3. Temporary (Interim) Assignments

did not speak to the way that positions are filled. As our recent accreditation experience taught us the identification of positions that will be filled should be linked to our Strategic Plan. Needs should be identified in Unit/Area Plans and then the prioritization of those position should be done and allocations made for the identified position through the Budget & Planning Process.

Robin Huber suggested that Ms. Convey draft language that could act as a starting point for the Committee. He suggested that the first sections could be presented with the outline or shell of the procedures. It was also suggested that Ms. Convey attempt to e-mail the language to the members prior to the meeting.

Lucinda Aborn asked what Selection Procedures we needed. The Committee determined that we would work on Management, Classified, Full-time Faculty and Part-time Faculty procedures.

Meeting adjourned at 11:05 a.m.