

EEOAC MEETING
November 18, 2008
Library Conference Room -- LC-52

Present:	Robin Huber	Alva Acosta
	Lucinda Aborn	Cynthia Moriarity
	Ellen Horvath	Cynthia Convey
	John Gallant	

Robin Huber moved approval of the minutes of the meeting of November 4, 2008 and Lucinda Aborn seconded. Minutes were approved unanimously

Cynthia Convey informed the Committee that the District does not have an interest in changing the balance of the selection committees or the process by which they are appointed. Robin Huber informed the Committee that CCFF does not have a strong desire to pursue the appointment of faculty members to selection committees either.

The Committee discussed the request from John Gallant to have a confidential employee appointed to a selection committee when a confidential employee reports to that manager. The Committee agreed that language to support this change could be placed in the draft.

The Committee reviewed Section 8 and made recommendations for change in the Finalist Selection Committee. The Committee reviewed Section 9 and confidentiality in the development of questions. The Committee was interested in language which would spell out the appropriate role of departments and divisions in relation to the process.

Ellen Horvath suggested that it is appropriate to add information to the Selection Committee Training which so that faculty representatives are reminded of how they could get input from other faculty in the departments or divisions. Robin Huber suggested that the faculty representative is responsible for soliciting information in department and division meetings. The Committee agrees that the development of the questions is in the purview of the selection committee and is confidential.

The Committee reviewed Section 10 (Training). The language which was developed for the EEO Plan is now in place in the Selection Procedure.

The Committee then discussed a probable date for completion of the draft Management Selection Procedures. It was decided that it would be possible

to complete the draft in the February meetings, not later than March 1, 2009.

The meeting was adjourned at 11 a.m.

ACTION ITEMS: **Cynthia Convey will prepare the next sections of the Management Selection Procedure.**