

EEOAC MEETING
February 3, 2009
Library Conference Room -- LC-52

Present: John Gallant Maggie Cordero
 Irlanda Lopez Cynthia Moriarity
 Ellen Horvath Robin Huber
 Alva Acosta Cynthia Convey

John Gallant moved approval of the January 20, 2009 minutes. Irlanda Lopez seconded and minutes were approved unanimously.

Cynthia Convey presented notices from the Chancellor's Office regarding the Model EEO Plan. After many discussion sessions, the Chancellor's Office has abandoned the data that would allow calculations of goals for administrators and full-time faculty. The notice also states that the data for classified/confidential and part-time faculty is still under review. The Chancellor's Office anticipates that it will require that EEO Plan's be completed by the Districts without some sections and without a section for corrective action. The Chancellor's Office anticipates that it will circulate a memo in the Spring of 2009 which gives the Districts one year from the date of that notice to complete the EEO Plan. The Committee noted that we are probably in very good shape to meet that deadline because we have completed many of the sections of the EEO Plan already.

Cynthia Convey also informed the Committee that AP 3435, Discrimination and Harassment Investigations, was reviewed by the Coordinating Committee on January 26, 2009. The Coordinating Committee made small corrections and Ms. Convey provided a copy of AP 3435 with those changes for Committee review. The Committee was informed that AP 3435 would be presented as a closed session item to the Board of Trustees for its February 18, 2009. After the Board has received the procedure which will be noted in the minutes, the procedure will be sent to the Chancellor's Office for approval.

The Committee then resumed review of the Management Selection Procedure. Review of Sections 13.2, Minimum Qualifications Screening; 13.3, In-House Candidates; 13.4 Paper Screening; 13.5, Knowledge/Skills/Abilities Testing was completed. Review of Sections 13.6, Interview/Oral Examination; 14.0, Review of the Pool of Finalist Candidates continued and recommendations for change were noted.

The Committee noted that we were nearing the end of the Management Selection Procedure. It was determined that the Committee would begin review of the Full-Time Faculty Selection Procedure when the Management Selection Procedure is complete.

After review of the final sections of the Management Selection Committee, Ms. Convey will present the whole procedure for final review and sections may be re-ordered and final revisions would be made.

The Committee discussed presentation of the Selection Procedures to the constituent groups for input. The Committee determined that the Selection Procedures will be presented as a group to the constituent groups when they are completed. The Committee determined that it is important that the constituent groups see that all of the procedures are in the same format and that the process is consistent between the individual procedures.

Meeting adjourned at 11:10 a.m.

Action Items: **Changes/corrections will be made to Sections 13.6 and 14.0.**