



Santa Monica Community College District
1900 Pico Blvd., Santa Monica, CA 90405-1628

TO: DPAC HR COMMITTEE
FROM: PATRICIA BURSON, SANDY CHUNG
SUBJECT: MINUTES OF APRIL 8, 2014 MEETING
DATE: 11/13/2014

Call to Order: 1:40pm

Present: Sandy Chung (Co-Chairperson), Patricia Burson (Co-Chairperson), Melody Nightingale, Dennis Frisch, Kymberlyn McBride, Carol Long, Crystal Lagunas, Joanne Laurance, Debra Knox (as observer and taking notes on behalf of Sandy Chung)

Not Present: Steve Myrow, Vinnessa Cook, Sasha King, Student Representative(s)

1. Prior Minutes

The Committee approved the minutes of the EEO Advisory Committee meeting on March 11, 2014.

2. Board Policies 3120 & 3122

The Committeemerged Board Policies 3120 (EEO) and 3122 (Non-Discrimination) into revised Board Policy 3120 (EEO & Non-Discrimination). Language in Board Policy 3122 regarding diversity was not placed in the new Board Policy 3120 because there is a separate Board Policy (3121) regarding diversity. The Committee unanimously agreed to send the revised Board Policy 3120 to DPAC.

3. EEO Plan

The Committee made good progress on revising the EEO Plan.

The Committee finished reviewing and revising the following components of the EEO Plan:

- Plan Component 1: Introduction
- Plan Component 7: Notification to District Employees
- Plan Component 8: Training for Screening/Selection Committee
- Plan Component 9: Annual Written Notice to Appropriate Community-Based and Professional Organizations
- Plan Component 10: Data Collection & Analysis

The Committee needs to review Plan Component 6: Complaints and Plan Component 11: On-going Institutional Commitment to Diversity and Equal Employment Opportunity in order to finish up their review and updating of the EEO Plan.

Meeting Adjourned: Approximately 2:30 p.m.

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End of Minutes