



EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE CHARTER

BAKERSFIELD COLLEGE

I. CULTURAL DIVERSITY VALUE

At Bakersfield College we respect and embrace the strengthening power of diversity. We recognize and delight in the differences between people and cultures. This helps us function better in our increasingly diverse community (**Bakersfield College Values**).

We recognize and celebrate the similarities and differences in our students, staff, communities, services, programs, and ideas. We value diversity because it promotes learning, enriches our relationships, and enhances our ability to solve problems and make decisions (**KCCD Strategic Plan**).

II. PURPOSE

1. To educate and orient Bakersfield College students, faculty and staff on diversity issues and concerns
2. To assist the Affirmative Action Officer in helping the College to achieve and maintain its hiring goal of having a diverse staff and faculty who mirror the communities that the College serves

III. VISION

The vision of the Equal Opportunity and Diversity Advisory Committee is to create a campus community, which recognizes the inherent worth, and dignity of every person; fosters appreciation, sensitivity, understanding, and mutual respect among its members; encourages each individual to strive to reach his or her own potential; and promotes the development of an appreciation of diversity and multiculturalism. The EODAC provides leadership on a broad spectrum of diversity issues.

IV. GOALS (STRATEGIC INITIATIVES)

1. Develop a shared and inclusive understanding of diversity (**Campus Climate and Intergroup Relations**)
2. Create a welcoming campus climate (**Campus Climate and Intergroup Relations**)
3. Recruit and retain a diverse student body (**Representation – Access & Success**)
4. Recruit and retain a diverse workforce (**Representation - Access & Success**)
5. Develop and support a curriculum that fosters intercultural and international competencies (**Education & Scholarship**)
6. Diversify college leadership and management (**Institutional Viability & Vitality**)
7. Coordinate organizational change to support diversity goals (**Institutional Viability & Vitality**)
8. Advise the College President on matters related to diversity and equity

V. STRUCTURE

The Equal Opportunity and Diversity Advisory Committee membership will include:

1. COMMITTEE CO-CHAIRS

- A. **Selection:** Three co-chairs appointed by College President, Academic Senate President, and Classified Staff President
- B. **Term:** One year terms; reviewed annually by the College President
- C. **Duties:** provide leadership and vision to help the College create and sustain an environment that is inclusive and responsive to diversity and prepares students to lead in a multicultural world

2. WORK GROUP CO-CHAIRS (2 CO-CHAIRS PER INITIATIVE)

- A. **Selection:** self-nomination
- B. **Term:** Rotating two year terms; reviewed annually by the Committee Co-chairs
- C. **Duties:** lead strategic initiative efforts; recruit members; determine the number of sub-work groups required to complete work group initiatives; provide monthly updates to the Committee

3. COMMITTEE MEMBERS

- A. **Selection:** Representation should include advocates (volunteers) and appointed representative groups from the College's classified staff, faculty and administrators
- B. **Duties:** attend meetings; actively participate on a strategic initiative workgroup
- C. **Terms:** Reviewed annually

4. WORK GROUP MEMBERS LEADERSHIP

A member of the committee will serve as the chair for each of the work groups. Each work group will include two co-chairs

- A. **Selection:** self-nominated
- B. **Duties:** referenced above
- C. **Committee Members:** self-selected

5. SECRETARY/RECORDER

- A. The College President's or designee will designate a staff to serve as Committee secretary.
- B. **Duties:** complete minutes of committee meeting within three business days of the meeting; forward minutes to the co-chair for review; upon approval, distribute to the membership and post on the College's Equal Opportunity and Diversity website.

6. Replacement of members/Completion of Committee

If members do not complete their terms, those positions will be filled as at-large positions by the appointment of the committee chair and/or approved by the appropriate division president.

Criteria for removal from Committee

Excessive absenteeism may be cause for removal by the committee co-chairs.

VI. **WORK GROUPS**

The Committee shall be made-up of four standing work groups. Additional work groups will be created as needed by the Diversity Committee.

- **CAMPUS CLIMATE AND INTERGROUP RELATIONS** (Two (2) Co-chairs)
- **EDUCATION AND SCHOLARSHIP** (Two (2) Co-chairs)
- **REPRESENTATION (ACCESS AND SUCCESS)** (Two (2) Co-chairs)
- **INSTITUTIONAL VIABILITY AND VITALITY** (Two (2) Co-chairs)

Work groups are defining and spearheading committee work assigned to the group by the committee. Any documents, projects, and initiatives must receive a majority approval from the EODA Committee.

VII. **MEETINGS**

Frequency

The Committee will meet twice monthly.

Work groups will meet at least once a month.

Emergency sessions may be called by the chair as deemed necessary.

Rules of Order

Meetings will be conducted using a limited version Robert's Rules.

Agenda

A published agenda will be distributed to committee members at least two days prior to a regular meeting by the committee secretary.

Voting

The Committee may act if there is agreement by a majority of those members present.

Minutes

Minutes of each meeting will be recorded and archived.

Minutes of the previous meeting must be approved by the committee members.

VIII. **AUTHORITY**

The Diversity Committee may recommend various actions or policies to the appropriate governance committees on campus or to the administration.

IX. **ACCOUNTABILITY**

The EODAC will submit a quarterly summary of actions to the college president.

X. **BUDGET**

The Committee will use funds designated to them as discretionary funds to be used for speakers, brochures, conferences, trainings or other expenses deemed necessary by the Committee, which contribute to the achievement of the goals and mission.

XI. **CHANGES TO CHARTER**

Changes to the charter of the Diversity Committee require a majority vote.

**BAKERSFIELD COLLEGE
EQUAL OPPORTUNITY AND DIVERSITY PLAN
STRATEGIC INITIATIVE WORK GROUP**

Diversity is an essential component in contemporary higher education, Bakersfield College’s structure and organization must reflect this value. Our efforts to improve the climate for diversity, ensure representation, and broaden the curriculum must be undergirded by systemic change. Diversity must continue to be a part of the College’s culture to assure our viability and vitality in an increasingly diverse and global society. Leadership in coordinating organizational change to support diversity goals remains essential.

Progress toward implementing diversity initiatives must be made permanent by committing to long-term fiscal investments; comprehensive, public, and meaningful systems of accountability; and an efficient and collaborative infrastructure.

Making funds available to support diversity initiatives is a difficult challenge in our current fiscal environment in which inadequate levels of public support have become the norm. We must remain vigilant in upholding diversity as a priority. If we truly believe that diversity is as important in today’s world as technology, new budget and development strategies must be employed to secure our diversity priorities.

INSTITUTIONAL VIABILITY AND VITALITY

GOAL 1: COORDINATING ORGANIZATIONAL CHANGE TO SUPPORT OUR DIVERSITY GOALS

<u>KEY STRATEGIES</u>	BAKERSFIELD GOAL ALIGNMENT	ACADEMIC SENATE GOAL ALIGNMENT	ACTION DESCRIPTION STRATEGIC ACTIVITY	RESPONSIBLE FOR ACTIVITY	RESOURCES NEEDED	PERFORMANCE INDICATOR	BASELINE MEASUREMENT 10-11	YEAR 1 2011-2012	YEAR 2 2012-2013	YEAR 3 2013- 2014
Ensure that the divisions and departments mission statement and strategic plan reflect the College’s strategic emphasis on diversity.	1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image	4—Ensure the college demonstrates that it values diversity								
Identify new approaches to safeguard the financial stability of our diversity priorities.										

GOAL 2: Provide a variety of program opportunities for all staff and faculty to increase awareness of diversity issues, foster community, and encourage involvement.										
Provide employees with the culturally sensitive knowledge, a motivated mindset, and a skill set to communicate effectively and appropriately in a variety of cultural contexts.	1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image	4—Ensure the college demonstrates that it values diversity	Develop an Intercultural Competence Professional Development Plan to enhance and provide annual on-going diversity-training programs for employees.							
EDUCATION AND SCHOLARSHIP										
Education and Scholarship: Develop and support a curriculum that fosters intercultural and international competencies										
GOAL 1: Evaluate diversity related issues in education and scholarship on campus										
<u>KEY STRATEGIES</u>	<u>BAKERSFIELD GOAL ALIGNMENT</u>	<u>ACADEMIC SENATE GOAL ALIGNMENT</u>	<u>ACTION DESCRIPTION STRATEGIC ACTIVITY</u>	<u>RESPONSIBLE FOR ACTIVITY</u>	<u>RESOURCES NEEDED</u>	<u>PERFORMANCE INDICATOR</u>	<u>BASELINE MEASUREMENT 11-12</u>	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>
Evaluate diversity initiatives by various programs/departments relating to education and scholarship	1. Student Excellence 2. Communication 3. Oversight & Accountability 6. Image	4—Ensure the college demonstrates that it values diversity	1. Interview relevant sectors of college campus 2. Organize systematic college campus report	Education and Scholarship	Copy Room Materials/ Funding for Graphics Center printing Employee participation	Reports collated in portfolio and evaluated at end of year.				
GOAL 2: Identify ways to improve diversity in education and scholarship on campus										
<u>KEY STRATEGIES</u>	<u>BAKERSFIELD GOAL ALIGNMENT</u>	<u>ACADEMIC SENATE GOAL ALIGNMENT</u>	<u>ACTION DESCRIPTION STRATEGIC ACTIVITY</u>	<u>RESPONSIBLE FOR ACTIVITY</u>	<u>RESOURCES NEEDED</u>	<u>PERFORMANCE INDICATOR</u>	<u>BASELINE MEASUREMENT 11-12</u>	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>
Identify areas needing assistance in promoting diversity in education and scholarship	1. Student Excellence 2. Communication 3. Oversight & Accountability 6. Image	4—Ensure the college demonstrates that it values diversity	1. Identify ways to assist with the promotion of diversity initiatives on campus	Education and Scholarship	Meeting Space	Addendum to report for Goal 1: Successful identification of points needing development				

GOAL 3: Encourage implementation of diversity programs amongst sectors identified as able to benefit from a more involved diversity initiative										
KEY STRATEGIES	BAKERSFIELD GOAL ALIGNMENT	ACADEMIC SENATE GOAL ALIGNMENT	ACTION DESCRIPTION STRATEGIC ACTIVITY	RESPONSIBLE FOR ACTIVITY	RESOURCES NEEDED	PERFORMANCE INDICATOR	BASELINE MEASUREMENT 11-12	YEAR 1	YEAR 2	YEAR 3
Implement diversity programs for sectors of students who have a history of low retention And success might benefit the College	1. Student Excellence 2. Communication 3. Oversight & Accountability 6. Image	4—Ensure the college demonstrates that it values diversity	1. Work closely with sectors in implementing new diversity initiatives	Education and Scholarship		Self evaluation study				
CAMPUS CLIMATE AND INTERGROUP RELATIONS										
Campus Climate and Intergroup Relations - create a safe and welcoming campus climate in which students and employees feel free to learn and grow. As a result we will build simple and visible institutional processes that help all members of the campus community support and maintain a safe and welcoming climate.										
GOAL 1: IMPROVE FACULTY AWARENESS AND TRAINING REGARDING MENTAL HEALTH ISSUES THAT AFFECT OUR STUDENTS										
KEY STRATEGIES	BAKERSFIELD GOAL ALIGNMENT	ACADEMIC SENATE GOAL ALIGNMENT	ACTION DESCRIPTION STRATEGIC ACTIVITY	RESPONSIBLE FOR ACTIVITY	RESOURCES NEEDED	PERFORMANCE INDICATOR	BASELINE MEASUREMENT 10-11	YEAR 1	YEAR 2	YEAR 3
Institute annual flex credit mental health training for faculty and staff	1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image	4—Ensure the college demonstrates that it values diversity	Develop August and/or January Mental Health workshop w/ Kern Mental Health, VA and DSPS	Campus Climate and Intergroup Relations	Coordination with Staff Development, room reservation, speaker coordination			pilot in August, 2011 and/or January, 2012	improve training, create mechanisms to institutionalize	Institutionalized, continuous Quality improvement...
goal 2: Improve Faculty Awareness and training in guiding students to critical services to aid their success at Bakersfield College										
Collect Resources, Develop visible tool for student and employee use	1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image	4—Ensure the college demonstrates that it values diversity	Collect and document on-campus and community resources that help students stay in school and thrive while in school. Build a web-based decision tree that provides students and employees with a List of success obstacles and the services available to help students overcome those obstacles	Campus Climate and Intergroup Relations	Time, communication, Database development training, Place updates to database under?? Tech website/			Fall 2011-Spring 2012 develop database of on and off campus resources	Institutionalize Database updates Summer/Fall 2012 Build web tool Spring, 2013: Pilot test	institutionalized, Continuous Quality improvement... Institutionalize/ market web tool to campus community

					database support					
Goal 3: improve functionality and visibility of campus-wide mechanisms for reporting hostile environments.										
<p>SIMPLIFY reporting: all members of the campus community should be treated equally (1 form in 1 location instead of 3 forms in 3 different hidden locations)</p> <p>Make reporting visible and ever-present to optimize "broken windows" effect</p>			<p>Review model programs for best practices</p> <p>NEGOTIATE parameters of pilot program</p> <p>Build and run pilot program</p> <p>Create simple sign with:</p> <ul style="list-style-type: none"> • student conduct statement • Employee conduct statement • "Respect Comes full circle: Report hate" and web info for form 	Helen (faculty), Patti(Staff), Joyce(admin)	<p>Time, internet</p> <p>Trainers</p> <p>Web development</p> <p>classroom and office signage creation and posting</p>			Identify vital elements of successful programs	<p>Work with Academic Senate, SGA, CCA and CSEA to negotiate a pilot program</p> <p>Identify costs and funding for pilot</p>	Implement Pilot program w/ web presence and classroom/office signage to maximize visibility of program.
Goal 4: create a Peer mediation program to resolve conflicts rather than merely disciplining or ignoring.										
Provide students with transferable training and practice in a focused, service oriented Peer mediation program			<p>Review model programs for best practices</p> <p>Identify resources and personnel with a passion for mediation</p> <p>Develop Conflict Resolution Curricula WITH MEDIATION LAB (CSU transferable D7)</p> <p>Identify campus space for mediation program</p>		time, internet			Identify vital elements of successful programs	Identify existing resources, develop Conflict Resolution curricula (in Behavioral Sciences)	Identify costs, Space and funding (year 4 pilot)
RECRUITING AND RETAINING A DIVERSE STUDENT BODY										
Recruiting and Retaining a Diverse Student Body - Access and Success of historically underrepresented groups—the heart and soul of diversity work.										
GOAL 1: RECRUITING AND RETAINING A DIVERSE WORKFORCE										
KEY STRATEGIES	BAKERSFIELD GOAL	ACADEMIC SENATE	ACTION DESCRIPTION	RESPONSIBLE FOR ACTIVITY	RESOURCE	PERFORMANCE INDICATOR	BASELINE	YEAR 1	YEAR 2	YEAR 3

	ALIGNMENT	GOAL ALIGNMENT	STRATEGIC ACTIVITY		S NEEDED		MEASUREMENT 10-11			
<p>Create mentoring programs for faculty including programs targeted to diverse faculty</p> <p>Monitor success rates and turnover rates by cohort, gender and ethnicity then take appropriate steps for improvement</p>	<p>1 – student excellence 2 – communication 3 – oversight and accountability 4 - image</p>	<p>4—Ensure the college demonstrates that it values diversity</p>	<p>Create program senior faculty offer support for professional development and promotion</p> <p>Create database for tacking Increase the student retention rate with targeted and Effective programs</p>	<p>Access and Success Work Group</p>	<p>Willing faculty, funds for faculty stipend</p> <p>Time, faculty chairs for tracking, hr records</p>	<p>Increase the year-to-year retention rate for African American students to 76% Increase the year-to-year retention rate for Hispanic students to 76%</p>				

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE (EODAC)
Thursday, November 19, 2009
Collins Conference Center

Approved Minutes

Attendees: Lynne Hall, Patti Ross, Maria Farkus, Vera Diaz, Rosa Garza, Elizabeth Rodacker, Hillary Neumeister, Corny Rodriguez, Assma Ali

Meeting was called to order at 3:10 p.m.

Minutes were approved as corrected

Agenda was approved with additional items.

Safe Space – Offices who display the safe space card represent a safe haven for all no matter ethnicity, sexual orientation, etc. Would like to know what would be the possibility of having sign displayed in offices. Committee decided to move forward to Academic Senate, HR, and CSEA for approval. This would not open the person displaying the card to complaints, but would invite to share concerns. Each person displaying the card would need to be able to make referrals as necessary. The card itself will need to be adapted for Bakersfield College. The motivation behind the card is that if you are having problems there is a safe place for you to go and voice your concerns. Concern was raised in that institutionally BC needs to be able to work with the problems. If this is to be adopted, need to provide guidelines and training for those who will display.

The suggestion was made that this could be a flex activity for interest in spring (general interest diversity workshop). Helpful hints for culturally diverse campus, and awareness of how to be or become inclusive. Beth Rodacker will take the lead.

SGA has approved Gay/Straight Club. There are many international activities on both BC and Delano campuses.

HR Update – Mary Jo Pasek is the interim HR manager. Maria Farkus, Kathy Howarth, and Martha Stracener are currently working at BC. In matters of harassment and diversity issues, HR is the point place then it goes back to department, dean, or chair.

EODAC Budget Update – No information as yet.

Purpose/Mission Statement – Purpose statement has already been accepted by classified will be brought forward to Academic Senate. The statement reads as follows:

“The purpose of the Equal Opportunity and Diversity Advisory Committee is to educate and orient the college on diversity issues and concerns and to assist the Human Resource Office in helping the college maintain a diverse staff and faculty who mirror the communities that the college serves.”

The committee felt good that the “educate and orient” was first as it then becomes primary. Assist is then secondary.

Motion to accept the Purpose/Mission Statement was accepted.

Conference interest – Equity and Diversity Institute will be held the 3rd week in February. It is being supported by Academic senate. Only five (5) people can attend from each college. Beth has expressed an interest in attending and will bring back information to the college. Basic skills has limited funds but may be able to help with the expenses. Corny, Vera, and Hillary all expressed an interest in attending the conference. They will work with Patti. As well as bring back information, also check to see if there may be possible speakers to present workshop at BC.

NCORE – may not be able to attend, but could see if any of the speakers might be appropriated for the college.

Awareness Issues – Awareness within the campus community of inclusion. The campus is still struggling with inclusiveness. Need to expand to include mental health and those who have been incarcerated. Fast Facts sheet to show demographics of student, community and staff and faculty populations. This sheet could be used as information for selection committees.

There is a growing number of students in Delano. The Delano community is primarily Phillipino. The Delano Multicultural Club is growing in numbers, and they have had many activities during the semester. Lynne suggested that each member send to her cultural activities that have happened in their areas, or they have been a part of so that a list could be compiled.

Job Fair – Four (4) faculty members have submitted for retirement. At this point in time don't know if we will participate if there is a job fair. Currently our faculty and staff don't mirror the community. Need to also know availability and who our competition is for the various positions. In the past we have tried to "Grow our Own".

The meeting was adjourned at 4:10 p.m.

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE (EODAC)

Thursday, February 18, 2010

Board of Trustee's Room

Unapproved Minutes

Attendees: Cindi Swoboda, Lynne P. Hall, Rosa Garza, Kathy Hairfield, Corny Rodriguez, Maritza Salguero-Carlisle, Hilda Nieblas

Introductions were made around the room

Meeting was called to order at 3:05 p.m.

Agenda was approved with no additional items

Minutes were approved as written

Old Business

Safe Space – Beth is on her way to the conference and will bring back information to the next meeting.

Conference Update – next meeting

Senate Goals – a goals statement has been developed validating a diverse community. As stated in the Senate Goals Report, "Take action to ensure the college demonstrates its value of diversity in its planning and public statements."

Cultural Awareness Activities – SDCC website goes back to Fall 2001, however, not very many activities. There were more activities after 9/11 and when Hoolyse Davajian, (flex coordinator) was on campus. Patti Ross is trying to bring more diversity activities back.

Activities can be anything, during an academic year, that support a respective, diverse community. These activities may be offered by departments or areas, for example, Indian Cultural Day, Twilight: Los Angeles 1992, Women's History month, Chicano/Latino Commencement, Sins of Silence, Banshees in the Kitchen, and Mexican Folkloric Dancing. Need to present a report for 2009-2010. (Who needs to make report)

New Business

As a community we need to develop an awareness of language used and how it impacts those around us. Even though we think we are being funny, are we aware of the impact this has on others. Is the language appropriate? Do you know your audience well enough to use the language, or could it be viewed as hurtful. We are representing the institution to the whole community.

Is there an online cultural awareness video program that would prove competency similar to the FEMA program? Could there be a required course for students. (Will be taken back to SGA E-Board)

As a springboard to discussion, the movie Tale of "O" will be presented at the next meeting.

Meeting was adjourned at 3:45 p.m.

Next Meeting: Thursday, March 18, 2010, 3 p.m., Board of Trustee's Room, Second Floor of the Library

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE (EODAC)
Thursday, March 18, 2010
Board of Trustee's Room
Unapproved Minutes

Attendees: Elizabeth Elms, Cindi Swoboda, Vera Diaz, Rosa Garza, Kathy Hairfield, Elizabeth Rodacker, Corny Rodriguez, Hilda Nieblas, Joyce Coleman,

The meeting was called to order at 3:03 p.m.

Minutes were approved as correct.

Introductions were made around the room and the visitors introduced themselves.

One item was added to the agenda – discussion of the political cartoon which appeared in the Renegade Rip

Old Business

Conference Update – The Equity and Diversity Institute seemed to be small, but lots of good networking opportunities. Hope to be able to take students in the future. The best information from the conference was the 20 tips to be a better culturally aware educator. (Beth will type and e-mail to the committee)

Demographics – Corny met with the HR Director to discuss the differences in roles with the screening committees. The role of the advisory committee is to highlight and remind screening committees who we are and that we are committed to mirror our community. Marc Beam, the Institutional Researcher from the district, put together some figures. The sheet entitled Bakersfield College and the Community has demographic information for City of Bakersfield, Kern County, and Bakersfield College faculty. Marc Beam will be contacted for the classified breakdown. The large percentage under “Other” represents a large group of blended families. If we look at the figures the gap between White and Hispanic is narrowing, but that is not represented by our faculty. For the faculty (includes full-time and part-time) 9.8% might be smaller when you consider counselors and those whose primary responsibility is not in the classroom. The category of Pacific Islander continues to increase, especially in our Delano area, although the faculty is at 1%. The African American population has held steady at 6 or 7%, but our faculty is at only 3.6%. The Fast Facts handout shows our student population. Again you will see that we have no majority/no minority (over 50%). The category “Other Unknown” continues to grow and believe that this due to the number of blended families. Corny is using the handouts when he meets with Faculty Chair and Directors Council and any selection committees. As co-chair Corny will take and share with the Academic Senate.

On-line Diversity Training

Resources: Stir Fry – Berkeley
Color Fear – Lee Wah
Don't Call Me A Racist
Speak Up-Responding to Everyday Bigotry
Breaking Bread
Finding Our Families, Finding Ourselves

The Intercultural Development Inventory is an online assessment that has been around for 25 or 30 years. This inventory assesses a person's intercultural competency on two levels, the developmental and perceived levels. There is an individual profile and a group profile. The results are then used so that individuals or groups can participate in activities that help them move forward in their individual and group competencies. There is a curriculum that supports training for the various areas of the inventory.

The process involves:

Orientation (2 hours)

Online survey (1 to 1 ½ hours)

One-on-one meeting (approximately 1 hour), then a follow-up meeting after the individual has had time to think about their results.

Group profile open for discussions.

The IDI has been used in Richland, Texas since 2001 and is required for all their new employees. They were able to see results as a movement on the continuum that is used as a measurement tool. There is a cost involved (\$40/survey), however, this cost could be waived for the Advisory Committee. This is something that could be used as a Flex workshop in the fall.

New Business

Corny has been nominated and maybe elected as the new Academic Senate President and therefore would have to step down as tri-chair for this committee. Is there someone else who would be willing to serve? The three chairs (faculty, classified, and administration) meeting prior to the scheduled meeting to discuss agenda items. The tri-chair sits on the Executive Board of the Academic Senate and is a non-voting member of the Academic Senate. (answer questions and provide reports)

Screening Committees

Confidentiality is an HR function. They tell the committee members that the information is confidential for that day forward to the end of time. The only time this committee would change the job announcement would be if there was any adverse information on that announcement that would affect a particular group. The issue of letters and references is a questionable one. It is a procedural thing and not up to our committee but the Academic Senate and the Administration. There should be at least one appropriate diversity question for each of the screening committees. There is not a standard question. It is not the responsibility of the screening committee to rank the candidates. They are only sending forward recommendations (any of the candidates could do the job). The faculty tri-chair will share the demographic information with the screening committees. The Faculty Tri-Chair and HR will meet with FCDC or individual committees.

Addition to the Agenda – Cartoon in the Rip

The issue of the cartoon in the Rip was brought to the attention of the SGA as being racist in general and offensive. The community had also called to state that they found the cartoon to be offensive. Is it the place of the advisory committee to take a position and take it to the Rip? Based on the Bakersfield College mission statement this goes against that mission statement. The response is important. Those who are offended need to convey that to the Rip, this should not come from the advisory committee. Tri-chairs will meet to further discuss any action that would be taken by this advisory committee.

Meeting was adjourned at 4:10 p.m.

Next meeting: Thursday, April 15, 2010 at 3:00 p.m. in the Collins Conference Center

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE		
March 2, 2011	11:15 a.m. to 12:30 p.m.	Fireside Room
<p>BEFORE THE MEETING PLEASE REVIEW THE FOLLOWING DOCUMENTS: (LOCATED IN THE EODAC BINDERS)</p> <ul style="list-style-type: none"> ➤ Successful Diversity Committees (PowerPoint) ➤ EODAC Proposed Charter Draft ➤ Info from Co-chairs (dated 2/22/11) ➤ A Framework to Foster Diversity at Penn State 2004-2009 ➤ A Framework to Foster Diversity at Penn State 2010-2015 ➤ Proposed EODAC logo (front binder cover) 		
<p>PURPOSE:</p> <ol style="list-style-type: none"> 1. To educate and orient Bakersfield College students, faculty and staff on diversity issues and concerns 2. To assist the Affirmative Action Officer in helping the College to achieve and maintain its hiring goal of having a diverse staff and faculty who mirror the communities that the College serves 		
<p>STRATEGIC INITIATIVES (PROPOSED)</p> <ul style="list-style-type: none"> ➤ Campus Climate and Intergroup Relations ➤ Representation (Access and Success) ➤ Education and Scholarship ➤ Institutional Viability and Vitality 		
Meeting called by	Joyce Coleman at 11:15 a.m.	
Type of meeting	Initial	
Facilitators	Matthew Morgan, Tina Johnson, Joyce Coleman	
Note taker		
Timekeeper	Start Time: 11:15 a.m. End Time:	
Members	Present: Primavera Arvizu, Rosa Garza, Adie Geiser Nancy Magner, Patti Rapp, T.G. Thomas, Tina Johnson, Matthew Morgan, Joyce Coleman, Consuelo Gonzalez, Helen Acosta	
	Absent: June Charles, Vera Diaz, Sean Hill, , Daymon Johnson, Paula Parks, Nancy Mai, Rebecca Flores	
Guests	No one	
Introductions	Tina Johnson – who are you, where do you work, and why are you here	

Ice-Breaker	Joyce Coleman – 3 C’s
The Equal Opportunity and Diversity Advisory Committee	
<ul style="list-style-type: none"> ➤ Proposed Charter ➤ Strategic Initiatives ➤ Logo ➤ Logistics 	<p>Matthew Morgan Joyce Coleman Tina Johnson Joyce Coleman</p>
<p>Discussion:</p> <ul style="list-style-type: none"> • Members read and discussed the proposed charter • Cultural Diversity Value – determined to be acceptable • Purpose – although California no longer has an Affirmative Action program, to remove the 2nd listed EODAC purpose requires approval of various groups of campus – at this point, group determined to not invest energy in modifying this statement, but to invest energy in purpose # 1 and a systemic program will include affirmative action objectives • Vision – no changes • Strategic Initiatives discussed – Penn State philosophy to be used as a template (tailored to Bakersfield College) as EODAC begins to use a systemic approach to address diversity at Bakersfield College. • Structure <ul style="list-style-type: none"> ○ Strategic Initiative Co-chairs and Members <ul style="list-style-type: none"> ○ Campus Climate and Intergroup Relations - <ul style="list-style-type: none"> ▪ Co-chairs: Helen Acosta and Rosa Garza ▪ Members: Nancy Magner ○ Representation (Access and Success) <ul style="list-style-type: none"> ▪ Co-chairs: Tina Johnson and Primavera Arvizu ▪ Members: Consuelo Gonzalez, Nancy Mai ○ Education and Scholarship <ul style="list-style-type: none"> ▪ Co-chairs: Matthew Morgan and ▪ Members: Consuelo Gonzalez, Helen Acosta, Rosa Garza ○ Institutional Viability and Vitality <ul style="list-style-type: none"> ▪ Co-chairs: Joyce Coleman and TJ Thomas ▪ Members: Primavera Arvizu • Anyone can be a member of a strategic initiative work group; the individual doesn’t have to be a member of the EODAC. The strategic initiative work groups are where the EODAC gets completed. The work groups will bring their goals and objectives to the Committee for discussion/voting. 	

- Logo – Tina designed five logos. Co-chairs selected three to present to the group --- group discussed the three logos presented to them. Group determined that they like combining two logos into one.
- Logistics – members discussed meeting days/times; agreed to continue with the current day/time every two weeks until the end of the semester with the possibility of some meetings this summer; work groups can meet on their own schedules; EODAC co-chairs will meet with all strategic initiative work group co-chairs to discuss the initiatives and protocols

Action Items	Person Responsible	Deadline
Members to review the proposed charted and vote at next meeting.	All members	March 16, 2011
Combine two proposed EODAC logos into one for the members to consider.	Tina Johnson/Nancy Magner	March 16, 2011
Continue to read the documents in members’ manual.	All members	On going
Schedule strategic initiative work group co-chair meeting	Tina Johnson, Matthew Morgan, Joyce Coleman	March 9, 2011
Recruit Bakersfield College employees to serve as members on the strategic initiative work groups	All members	On going

Roundtable

Rosa Garza: Women History Month – checkout the BC website for information on speakers and other activities

Next meeting: March 16, 2011, 11:15 – 12:30 p.m. Fireside Room

Meeting adjourned: 12:22 p.m.

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE		
March 16, 2011	11:15 a.m. to 12:30 p.m.	Fireside Room
<p>BEFORE THE MEETING PLEASE REVIEW THE FOLLOWING DOCUMENTS: (LOCATED IN THE EODAC BINDERS)</p> <ul style="list-style-type: none"> ➤ Successful Diversity Committees (PowerPoint) ➤ EODAC Proposed Charter Draft ➤ A Framework to Foster Diversity at Penn State 2004-2009 ➤ A Framework to Foster Diversity at Penn State 2010-2015 		
<p>PURPOSE:</p> <ol style="list-style-type: none"> 1. To educate and orient Bakersfield College students, faculty and staff on diversity issues and concerns 2. To assist the Affirmative Action Officer in helping the College to achieve and maintain its hiring goal of having a diverse staff and faculty who mirror the communities that the College serves 		
<p>STRATEGIC INITIATIVES</p> <ul style="list-style-type: none"> ➤ Campus Climate and Intergroup Relations ➤ Representation (Access and Success) ➤ Education and Scholarship ➤ Institutional Viability and Vitality 		
Meeting called by	Joyce Coleman	
Type of meeting	Regular	
Facilitator	Matthew Morgan, Tina Johnson, Joyce Coleman	
Note taker		
Timekeeper	Start Time: 11:15 a.m. End Time:	
Members	Primavera Arvizu, June Charles, Vera Diaz, Rosa Garza, Adie Geiser, Sean Hill, Daymon Johnson, Nancy Magner, Nancy Mai, Rebecca Flores, Paula Parks, Patti Rapp, T.G. Thomas, Tina Johnson, Matthew Morgan, Helen Acosta, Joyce Coleman	
Guests		

Ice-Breaker	Joyce Coleman	
The Equal Opportunity and Diversity Advisory Committee		
➤		
Discussion:		
Action Items	Person Responsible	Deadline

Next meeting: MEETING AGENDA ITEMS		
Meeting adjourned:		

EQUAL OPPORTUNITY AND DIVERSITY ADVISORY COMMITTEE

April 27, 2011	11:15 a.m. to 12:30 p.m.	Fireside Room
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BEFORE THE MEETING PLEASE REVIEW THE FOLLOWING DOCUMENTS:

PURPOSE:

1. To educate and orient Bakersfield College students, faculty and staff on diversity issues and concerns
2. To assist the Affirmative Action Officer in helping the College to achieve and maintain its hiring goal of having a diverse staff and faculty who mirror the communities that the College serves

STRATEGIC INITIATIVES

- Campus Climate and Intergroup Relations
- Representation (Access and Success)
- Education and Scholarship
- Institutional Viability and Vitality

Meeting called by	Joyce Coleman
Type of meeting	Scheduled
Facilitators	Matthew Morgan, Tina Johnson, Joyce Coleman
Note taker	
Timekeeper	Start Time: 11:15 a.m. End Time: 12:30 p.m.
Members	Primavera Arvizu, June Charles, Vera Diaz, Rosa Garza, Adie Geiser, Sean Hill, Daymon Johnson, Nancy Magner, Nancy Mai, Dan O'Connor, Paula Parks, Patti Rapp, T.G. Thomas, Tina Johnson, Matthew Morgan, Joyce Coleman
Guests	
Team Building - Ice Breaker	Helen Acosta

Agenda		
Minutes Review/Approval		
Discussion:		
Action		
Old Business		
➤ EODAC Logo Update	Nancy Magner & Tina Johnson	
Discussion:		
Action Items	Person Responsible	Due Date
STRATEGIC INITIATIVES WORK GROUP REPORTS		
Campus Climate and Intergroup Relations		
15 minutes	Co-chairs: Helen Acosta and Rosa Garza	
Report:		
Discussion:		
Action Items	Person Responsible	Deadline

Representation (Access and Success)		
15 minutes	Co-chairs: Tina Johnson and Primavera Arviza	
Report:		
Discussion:		
Action Items	Person Responsible	Deadline
Education and Scholarship		
15 minutes	Co-chairs: Matthew Morgan and Rebecca Flores	
Report:		
Discussion:		
Action Items	Person Responsible	Deadline

Institutional Viability and Vitality		
15 minutes	Co-chairs: Joyce Coleman and	
Report:		
Discussion:		
Action Items	Person Responsible	Deadline
Announcements/Roundtable		
10 minutes		
Discussion:		
Action Items	Person Responsible	Deadline

Next meeting: May MEETING AGENDA ITEMS (May)		