



**Minutes – February 1, 2023**  
**4 p.m.-5 p.m.**  
**Meeting Held via Zoom**

**Members Present:** Maria Bucio, Lesley Doig, Emely Gutierrez, Nick Mortaloni, Charlie Ng, Edward Pohlert,

**Members Absent:** Melissa Johnson, Kristina Londy, Al Nyman

**Resources:** Shawna Sourivanh, Chris Tarman

1. Review January 25, 2023 Meeting Minutes  
The committee reviewed the January 25, 2023 meeting minutes.
2. Status - EEO Innovative Best Practices Grant Application  
Reviewed EEO grant application. Ellucian is assisting us in writing the grant and is currently collecting data from the district and crafting the narrative around the district's needs for the grant. Wendy and Shawna will continue to work with the consultant to capture the things to make the case for our grant. The three areas of focus are: professional development, onboarding, and leadership. Charlie is currently in contact with the team that is in charge of the USD leadership program. Their program might have a sustainable solution for us that would involve administrators taking on the role as trainers in their subject-matter expertise and their content. Due date for the grant is February 24, 2023.

We will have a status update on the grant when we meet on the 21st and will present what has been gathered and organized to date. The EEOAC will be named in the grant as a resource.

Charlie shared a brief overview on the EEO Faculty Hiring Committee Training. The training brought about good conversations around the training.

3. EEO Plan  
The committee reviewed the Appendix A - EEO Plan Component 13 template. We will list the strategies that we are working to achieve pre-hiring, hiring, and post-hiring goals. We are required to select one strategy from each category: pre-hiring, hiring, and post-hiring. Charlie has started working on this. i.e. recruitment video - applicants can learn more about MCCCCD and that we are a racially just campus; tips to use when applying for a job. We will be implementing the data tracking for hiring soon. As part of the post-hiring process, we are currently conducting exit interviews and where we can improve this process. We can incorporate the EEOAC goals we established as part of the EEO Plan.

Our next meeting is February 21, 2023. We will reconstruct the worksheet and will transfer the goals into the appropriate place on the template.

4. Next Meeting – Wednesday, February 21, 2023 – 4 p.m.