



Ventura County Community College District
EEO Advisory Committee Meeting Minutes
September 27, 2019 – District Lakin Board Room 108

Present: Michael Arnoldus, Dana Boynton, Alejandra Gonzalez, Carolyn Inouye, Perry Martin, Amparo Medina, and Maria Urenda

Via Skype: Silvia Barajas

Absent: Laura Barroso, Jennifer Clark, Greg Gillespie, Paula Muñoz, and Karen Sutton

Approved:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
Meeting Opened	Meeting started at 2:04 p.m.	N/A	N/A	N/A
Review Meeting Minutes	<ul style="list-style-type: none"> On motion by Dana Boynton, and seconded by Carolyn Inouye the meeting minutes for August 23, 2019 were approved. 	<ul style="list-style-type: none"> Post approved minutes to the website 	ASAP	Jillian Sturek
Resolution to Request College Diversity Plans	<ul style="list-style-type: none"> Michael Arnoldus presented the proposed revisions to the resolution as proposed by Silvia Barajas and Perry Martin. Michael Arnoldus read the resolution and a discussion regarding the revisions ensued with changes made. Perry Martin motioned to approve the resolution with the changes discussed and Amparo Medina seconded. The committee unanimously approved the resolution with the agreed upon changes. 	<ul style="list-style-type: none"> Submit to Dr. Gillespie 	ASAP	Michael Arnoldus



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Screening Committee Facilitator Selection	<ul style="list-style-type: none"> The committee developed interview questions for the upcoming Screening Committee Facilitator interviews. During the discussion, it was recommended that a member of the committee participate on the faculty selection process focus group. Perry Martin volunteered to serve as the committee representative. 	<ul style="list-style-type: none"> Administer Screening Committee Facilitator interviews. 	ASAP	Michael Arnoldus
Hire Me Workshop Update	<ul style="list-style-type: none"> Tabled 	<ul style="list-style-type: none"> Provide Update 	Next meeting	Perry Martin Paula Muñoz
Minimum Qualifications for Senior Managers	<ul style="list-style-type: none"> Tabled 	N/A	N/A	Silvia Barajas
Review Committee Charge	<ul style="list-style-type: none"> Tabled 	N/A	N/A	N/A
Review Committee Membership	<ul style="list-style-type: none"> Tabled 	N/A	N/A	N/A
Committee Member Absences	<ul style="list-style-type: none"> Tabled 	N/A	N/A	N/A
Review Frequency of Committee Meetings	<ul style="list-style-type: none"> Tabled 	N/A	N/A	N/A
Job Fair Materials that Promote an Inclusive and Welcoming Environment	<ul style="list-style-type: none"> Tabled 	<ul style="list-style-type: none"> Provide Update 	Next meeting	Perry Martin Karen Sutton Maria Urenda Michael Arnoldus



Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Responsible
Next Meeting Date	<ul style="list-style-type: none">Next meeting scheduled – TBD	N/A	N/A	N/A

[Recorder: Kelly Barton]