

**Combined HRAC/DDEAC Meeting
December 3, 2015
PSE Conference Room
2PM – 3:50PM**

Informal Minutes

Present:

Veronica Neal; Myisha Washington; Meredith Heiser; Hilda Fernandez; Bill Baldwin; Irma Rodarte; Marietta Harris; Edmundo Norte; Mayra Cruz; John Barch; Elaine Kuo; Andrew Lamanque; Pat Hyland

- I. Quick Review
 - a. EO Rep Training – Good News!
 - b. Chancellor’s Commitment to Lofty Goals
 - i. Discussion regarding a Uniform Process for appointing hiring committee membership
 - 1. Agreement that the processes/procedures differ between the campuses and committees
 - 2. Discussion about the need to update our Hiring Manuel, re-commit to training for entire hiring committees prior to the start of committee work
 - ii. Re Developing a recognition program for diversity work
 - 1. Agreement that honoring in some fashion is a) important b) worthwhile
 - 2. Discussion about possible compensation for PT Faculty who participate
 - iii. Discussed options for valuing equity work in potential hires
 - 1. Need clarity on how to empower committees to “rate” commitment to equity
 - 2.
- II. Membership Proposal – Forward to CAC
 - a. Discussion led to the following proposal:
 - Director of Equity & Employee Relations - 1
 - Central Services - 2
 - Foothill and De Anza as follows (each campus):
 - Student – 1
 - Faculty – 1*
 - Classified – 1*
 - Admin -1*
 - *These positions would be filled by the “Equity Tri-chairs” at Foothill and the equivalent positions from De Anza
 - Academic Senate – 2 (one per campus)
 - Faculty Association – 1
 - ACE – 1
 - Teamsters – 1
 - CSEA – 1
 - Part-time faculty representatives – 2 (one from each campus)

Total of 17 OR 19?

Did we determine that the ACE/CSEA /Teamster positions would come from the positions allocated to Central Services & the campuses?

This discussion also included the flexibility for the campus Tri Chairs to send a substitute as needed

- III. Meeting Structure DDEAC followed by HRAC
 - a. Agreement on the structure of discussing DDEAC business prior to HRAC
 - b. Agreement that Vision/Mission/Goals are needed
 - c. Agreement that minutes need to be formalized to allow for better communication and distribution

- IV. EO Plan – What we know, What needs to be done
 - a. Distributed completed MiraCosta Plan and partially completed FHDA plan
 - b. Discussion about the need to include student demographics to enrich the discussion
 - c. Agreement that additional content in FHDA Plan would be informed by/connected to in-process campus plans such as Equity Plan, Master Plan etc
 - d. Target having a Base Draft by our January meeting

- V. Survey Questions – what do we want to know from our community?
 - a. Prior to any survey, to increase the value of the findings, hold focus groups to help isolate the topics to be surveyed
 - b. Discussion about the possible inclusion of on-going student survey information such as that being gathered by the LGBT students at De Anza

- VI. Next Steps
 - a. Discussion about “who has our backs” when it comes to making this work a priority
 - b. Discussion about how individuals on this committee receive support for the emotionally draining work this represents
 - c. Discussion about the need for a clear and consistent commitment from the Chancellor’s Office and Board to make a culture commitment