

DDEAC Minutes June 12, 2019

(NOTE: This is a summary of the meeting, not verbatim notes. No action taken at this meeting.)

Participants present:

Richard Hansen (FA), Elaine Kuo (Confidentials), Carolyn Holcroft (District Academic Senate), David Marasco (FH Faculty), Edmundo Norte (DA Admin), Becky Bartindale (CS Classified), William Baldwin (ACE), L. Savage (Chair), Karen Chow (DA Academic Senate)

Chair Updates:

1. EEO Plan and Multiple Methods passed by Board June 10, 2019. Will be submitted to CCCCCO by end of June with signatures. Will be uploaded to website for review. Basic resubmission because needed to meet the deadline. Clarification that the pending review of Hiring Manuals will not impact our Plan. The EEO Plan references any policies and procedures that our adopted by the District board. (Reviewed the contents and requirements for the Multiple Methods Report and EEO Plan.)
2. Clarification given to DDEAC that the last version, June 2018, that P. Hyland worked on was agreed to by representative members for each governance group. That version was meant to be sent to Cabinet for review. (Discussion referenced questions by De Anza community and DDEAC members.)

Group Discussion:

Majority of meeting reviewed Administrator Hiring Procedures:

- Committee concerned about language consistency across Classified, Faculty, and Administrator documents.
- Questions about “why there was a need to consider the latest version (D.N.), if June 2018 was the agreed upon version” considered. Clarification that we should review for any major language changes as a group and determine which should move forward. **This is in progress.**
- Considerations regarding including language encouraging the participation of Part-time Faculty on hiring committees. **AGREEMENT** by participants (this was agreed by the larger body including others not present at this meeting.)
- Discussion about faculty representation of hiring committees at each campus. Director of Equity shared data with DDEAC members by email. Data showed that De Anza committees typically had fewer faculty represented on hiring committees versus Foothill hiring committees. For Foothill, participants shared that this depended on who the hiring manager was for the committee.
- Discussion about process for Administrator hiring committees: process to create a job posting. Vice Chancellor of HR/EO’s version included other steps not mentioned in Faculty and Classified versions. Director of Equity/Employment clarified that this was additional information (not an alternate process) about what it took for HR to post a job. This was the pre-posting process that is different from the role of the hiring

committee. **AGREEMENT** to remove the language because it is confusing to the reader and not included in the faculty and classified manuals.

DDEAC Future Consideration/Issues

- Systemic Barriers to Equity
- Transparency of processes (e.g. Admin. Hiring, Executive Hiring)
- Healing after trauma of past wrongs/mistakes
- Communication to stakeholders

Agreed that another meeting wouldn't be possible over the Summer break. Chair agreed to upload documents into the shared DDEAC drive for member access to DRAFT documents.