

**To:** Faculty Senate

**From:** Mia Ocean, EODAC Faculty Chair

**Date:** February 6, 2018

**Subject:** EODAC Report

The EODAC is currently conducting a review of existing policies and procedures related to equity, discrimination, and sexual harassment. We are focusing on the three major states in the employment process including: applicant, hiring, and employment. The EODAC has approved a list of questions and documents (see EODAC Questions and Document Requests attachment) to submit to Vice Chancellor Davis. Once we have compiled pertinent information, we will conduct a policy and procedural analysis, to develop an action plan addressing areas of concern.

Additionally, at the District level they are moving towards finalizing the EEO Plan. They are hopeful to have a final draft by the end of February. EODAC advocated for the final draft to be routed through the appropriate college channels of shared governance, including Faculty Senate.

EODAC is always open to feedback and suggestions. Please let me know if there are additional areas of concern or items you would like us to consider reviewing for the future.

## **EODAC Questions and Document Requests**

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### **Applicant Stage**

1. Where can the public find information about candidate pools for the hiring process for each academic year/specific positions?
  2. Does the district have any sort of documentation about the diversity of our candidate pools, if so where is that information and is it publicly available?
  3. Specifically, what data is requested of applicants? How is this data used?
  4. Are we in compliance with 5 CCR § 53023 Applicant Pool Review?
  5. How is the diversity statement to include in advertisements decided? Is our current one reflective of the committee, EEO Plan, etc?
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### **Hiring Stage**

6. Is there documentation or written explanations as to how effectively hiring committees, or divisions, deans, etc., are actually implementing the district EEO plan in their hiring practices? If so, are those documents publicly available?
  7. How do we determine the members of search committees? Are we compliant with 5 CCR § 53024(e)?
  8. To what extent are hiring committees given diversity training in alignment with the EEO plan? How is the district ensuring that various faculty and staff hiring committees are receiving training? Is there funding for such training? Is there a record of evidence to show what departments/divisions, etc., are receiving this training?
  9. How are interview questions determined?
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### **Employment Stage**

10. Is there a written statement that reflects the institution's efforts to create a diverse faculty and staff in accordance with the EEO plan vis-a-vis the actual demographics of our faculty and staff? How is progress measured in terms of implementing the EEO plan?
11. What EEO paperwork is currently requested successful candidates? Where is this data stored? How is it used?
12. Per 5 CCR § 53004, persons with disabilities are a monitored group. Where are the percentage comparison data employees:students for this group?
13. Why do the discrimination statements and protected classes differ in college and district documents? Should these all be uniform? How are these determined?
14. What is the policy and procedure for filling a complaint based on a protected class? How is the process publicized? What are the policy and procedures for the subsequent investigation? Do our deadlines align with federal oversight agencies? Are we compliant with 5 CCR § 53026 Complaints?
15. What is the policy and procedure for filling a sexual harassment complaint? How is the process publicized? What are the policy and procedures for the subsequent investigation? Do our deadlines align with federal oversight agencies? Are we compliant with 5 CCR § 53026 Complaints?
16. Who is the ADA Coordinator?
17. Do we have accessible forms to request accommodations and file a complaint based on disability?