



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office – Lisa Gray
FROM: Cathy Cyr
DATE: 1/20/10
SUBJECT: Committee Mid Year Report 2009-2010

- **Name of the Committee**
Cultural Diversity and Student Equity

 - **Dates the committee met in Fall 2009**
8/26, 9/16, 10/21, 11/18, 12/16

 - **Major accomplishments in Fall 2009**
 1. “Respect Zone” Ally Training for Lesbian, Gay, Bisexual, Transsexual Alliance (LGBT) held 10/12, well attended. Certificates given to attendees.
 2. Collaboration and planning with Library for this year’s Book of the Year “Enrique’s Journey” for Spring event. Budgeted funds in support for Author Sonia Nazario visit Spring 2010.
 3. Approved funding support for LLN Conference for May 2010. The conference is for recruiting and inspiring future Latina students to pursue higher education. Cuesta students participate and assist as mentors for high school students.
 4. In EEO Advisory capacity, grid completed to track review of Plan Components to date. Plan completion date has been extended. With recent loss of HR Director, our committee will continue as able to review components and make recommendations for Academic Senate review. Components 1-13 reviewed, leaving corrections for 8,10, & 11 subject to HR approval before going to Academic Senate.
 5. Representation on Professional Development Committee.
 6. Continued planning regarding Cultural Sensitivity Training for Spring 2010 in coordination with Stephan Gunsaulus & potential speaker, Pamela Cox-Otto.
 7. Funding and support for the Spring 2010 Poetry in Translation at North and South County campuses, coordinated by ESL students.
 8. Planning LGBTQ presentation as a follow-up event for the earlier “Respect Zone” Training for faculty, staff, and students 3/10/2010.

 - **List any changes in membership**
New Co-Chair Margie Perez-Sesser
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Madeline Madeiros no longer co-chair, but continues as treasurer.
Sharon Brazell, Recorder
Sadie Drake no longer attending.
Kat Blum no longer attending.
Todd Frederick no longer attending.
Lisa Grey no longer attending.
Rachel Hamilton no longer attending.
Devon Hodgson no longer attending.
Alisa Klinger no longer attending, but continued participation with Women's Herstory Month.
Diane Limon no longer attending.
Annette Loria no longer attending.
Karen Reyes no longer attending.
Pat Schwab on committee, but not attending
Peggy Wright on committee

- **Dates the committee will meet in Spring 2010**

- 1/27, 2/17, 3/17, 4/21, 5/19

- **What issues are being pursued in Spring 2010?**

Diversity/Cultural Sensitivity Training
EEO Plan Component Review
Hiring Process Advisement
Ally Training Part II
Black History Month Events
Women's Herstory Month
Poetry Event
Diversity Handbook Posting to our website. Currently exploring existing resources.
Title IX Athletic requirements review



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office

FROM: Sandee L. McLaughlin, Executive Dean, No. County Campus & South County Center & Co-Chair CDSE
 Diane Limon, Classified, Recruitment and Retention Specialist EOPS, Co-Chair CDSE

DATE: January 27, 2011

SUBJECT: Committee Mid Year Report for 2010-2011

Instructions: List the committee's accomplishments and add goals if applicable.

- **Name of the Committee**
Cultural Diversity & Student Equity
- **Committee Members** (chair and liaison noted)
 - Laura Benson, Director of Human Resources
 - Bailey Drechsler, Faculty, Human Development
 - Dina Ebeling, Classified, Advancement Foundation Support Coordinator
 - Linda Fontanilla, Vice President for Student Services
 - Anthony Gutierrez, Faculty Coordinator, Student Life & Leadership
 - Jonathan Inge, Classified, Broadcasting Technician, KGUR
 - Diane Limon, Classified, Recruitment Retention Specialist EOPS, Co-Chair CDSE
 - Carina Love, Faculty, Library Learning Resources
 - Toni LoCicero, Student (ASCC Rep)
 - Sandee McLaughlin, Executive Dean for No. County Campus & South County Center & Co-Chair CDSE
 - Madeline Medeiros. Faculty, ESL, Treasurer CDSE Committee
 - Lorelei Monet, Center Coordinator Gay And Lesbian Alliance
 - Glenda Moscoso, Faculty, Counseling
 - Aaron Rodrigues, Faculty, Social Sciences
 - Amy Pike, Admin. Assistant to Executive Dean of NCC & Recorder CDSE Committee
 - Patrick Schwab, Director, DSPS & Academic Support
 - Chloe Tirabasso, AmeriCorps VIP Fellow, PFLAG Central Coast Chapter

Goals for 2010 - 2011		Accomplishments
1.	Complete CDSE Membership <ul style="list-style-type: none"> • Additional Members Needed <ul style="list-style-type: none"> ▪ ASCC Reps (2) ▪ Advancement Rep (1) ▪ Committee Members (2) 	Achieved. This Committee has two roles: EEO Advisory Committee as well as traditional CDSE Committee. The guidelines for this committee specify that we need to add the following members: ASCC Reps (2) Amberlyn Storey

		<p>Toni LoCicero Advancement Rep (1) Dina Ebling Community Members (2) Chloe Tirabasso, AmeriCorps VIP Fellow, PFLAG Central Coast Chapter Lorelei Monet, Center Coordinator Gay And Lesbian Alliance</p>
2.	Determine who will be involved in the collaboration to develop Diversity Training for hiring committees-Laura Benson	In Progress. The EEO Plan is part of the Strategic Plan. The EEO suggested language template requires anti-bias training for all individuals before they can serve on a hiring committee. McLaughlin and Benson discussed with cabinet members the recommended language for moving the component forward to Academic Senate and CCCUE for feedback. CDSE goal is to make the first training interesting and exciting. The full committee has reviewed 09-10 material that they needed from the Napa Valley model they used for their EEO Training. CDSE members have also been meeting with Faculty Professional Development committee to offer ADL Campus of Difference Training.
3.	Individuals identified in Goal #2 will create outline of Diversity Training curriculum for hiring committees-Laura Benson as lead	In Progress. Laura has been securing EEO plans from other colleges for reference. The committee has discussed two training components-and formats online and in person. The next CDSE meeting will devote a good portion to determine who will be involved in the collaboration to develop Diversity Training for hiring committees. It is important to the committee that the trainees feel safe and able to speak their minds openly.
4.	Support the Launch of No Place for Hate at Cuesta College – All.	<p>Achieved. Cuesta College has been designated as a no place for hate through the county-wide efforts of the Anti-Defamation League. CDSE committee members Amberlyn Storey and Dr. Cathleen Greiner took the lead in staffing a booth on SLO campus for PFLAG for the No Place for Hate Event held on October 13, 2010, which was a very successful kick-off in launching the No Place for Hate at Cuesta College.</p> <ol style="list-style-type: none"> 1. Six banners were produced (4x3): Four for SLO and two for NCC that were approved by Dr. Stork. 2. A polycom from 5401 to N1015 has been setup for NCC to participate. 3. Resolution of Respect approved by ASCC was read by Amberlyn Storey. Students read and signed the Resolution for Respect and then was given a “No Place for Hate” button. The NCC had a similar table setup for students to read and sign the Resolution before giving them a button as well. 4. Rabbi Mandel spoke and Judith Meisel presented a holocaust documentary. 5. Dr. Greiner invited faculty to include their students in the event.
5.	Direct CDSE Budget monies to most critical Diversity Issues – training & events at Cuesta – All.	<p>Achieved. CDSE has allocated monies to sponsor the following events for the 2010-2011 Academic Year:</p> <ol style="list-style-type: none"> 1. Honorarium for Jordan Hattar’s Presentation(Sudan)

		<ol style="list-style-type: none"> 2. Honorarium for Judy Meisel, “No Place for Hate” event. 3. “A Hold” placed on \$1500.00 dollars towards Spring 2011 semester ADL training
6.	Investigate approaches for infusing diversity across the curriculum.	<ul style="list-style-type: none"> • Achieved. The CDSE committee took the lead in implementing Cuesta College as a Safe Zone with the Academic Senate Council endorsing and signing on the No Place for Hate Initiative. The Committee also discussed with it committee faculty members on implementing a Diversity training through the ADL Campus of Difference Training. Bailey Dressler also led a panel as a faculty Spring 2011flex activity – Infusing Diversity across the Campus.



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office

FROM: Sandee L. McLaughlin, Executive Dean, No. County Campus & South County Center & Co-Chair CDSE
Diane Limon, Classified, Recruitment and Retention Specialist EOPS, Co-Chair CDSE

DATE: 5/6/2011

SUBJECT: Committee 2010-2011 Accomplishments, Recommendations for 2011-2012 and Self-Assessment

Instructions: Update the committee's accomplishments for the year and add goals if applicable. Make recommendations and complete the self-assessment.

- **Name of the Committee**
Cultural Diversity & Student Equity

- **Committee Members** (chair and liaison noted)
 - Laura Benson, Director of Human Resources
 - Bailey Drechsler, Faculty, Human Development
 - Dina Ebeling, Classified, Advancement Foundation Support Coordinator
 - Linda Fontanilla, Vice President for Student Services
 - Anthony Gutierrez, Faculty Coordinator, Student Life & Leadership
 - Jonathan Inge, Classified, Broadcasting Technician, KGUR
 - Diane Limon, Classified, Recruitment Retention Specialist EOPS, Co-Chair CDSE
 - Carina Love, Faculty, Library Learning Resources
 - Toni LoCicero, Student (ASCC Rep)
 - Sandee McLaughlin, Executive Dean for No. County Campus & South County Center & Co-Chair CDSE
 - Madeline Medeiros, Faculty, ESL, Treasurer CDSE Committee
 - Lorelei Monet, Center Coordinator Gay And Lesbian Alliance
 - Glenda Moscoso, Faculty, Counseling
 - Aaron Rodrigues, Faculty, Social Sciences
 - Amy Pike, Admin. Assistant to Executive Dean of NCC & Recorder CDSE Committee
 - Patrick Schwab, Director, DSPPS & Academic Support
 - Chloe Tirabasso, AmeriCorps VIP Fellow, PFLAG Central Coast Chapter

Goals for 2010 - 2011		Accomplishments
1.	Complete CDSE Membership <ul style="list-style-type: none"> • Additional Members Needed <ul style="list-style-type: none"> ▪ ASCC Reps (2) ▪ Advancement Rep (1) Committee Members (2)	Achieved. This Committee has two roles: EEO Advisory Committee as well as traditional CDSE Committee. The guidelines for this committee specify that we need to add the following members:

		<p>ASCC Reps (2) Amberlyn Storey Toni LoCicero</p> <p>Advancement Rep (1) Dina Ebling</p> <p>Community Members (2) Chloe Tirabasso, AmeriCorps VIP Fellow, PFLAG Central Coast Chapter Lorelei Monet, Center Coordinator Gay And Lesbian Alliance</p>
2.	Determine who will be involved in the collaboration to develop Diversity Training for hiring committees-Laura Benson	<p>Achieved.</p> <p>The EEO Plan is part of the Strategic Plan. The EEO suggested language template requires anti-bias training for all individuals before they can serve on a hiring committee. McLaughlin and Benson discussed with cabinet members the recommended language for moving the component forward to campus constituency groups for feedback. CDSE goal is to make the first training accessible and engaging for participants. The H.R. Office, with full endorsement of the CDSE Committee reviewed 2009-10 material gleaned from the Napa Valley EEO on-line training model and pulled together a proposal for a similar Cuesta College on-line EEO training approach. The proposal was vetted with CCCUE, CCFT, Management Senate, and finally College Council. Recommendations from all groups will be factored into the training format. CDSE members also co-sponsored, with Faculty Professional Development Committee, ADL Campus of Difference Training.</p>
3.	Individuals identified in Goal #2 will create an outline of Diversity Training curriculum for hiring committees-Laura Benson as lead	<p>Achieved.</p> <p>It was determined that CDSE membership, in coordination and collaboration with Human Resources are responsible for developing EEO training materials. A Draft on-line training has been produced, will be refined over the summer by an HR representative and the current CDSE co-chairs and presented to the CDSE full committee in Fall 2010.</p>
4.	Support the Launch of No Place for Hate at Cuesta College – All.	<p>Achieved.</p> <p>Cuesta College has been designated as a no place for hate through the county-wide efforts of the Anti-Defamation League. CDSE committee members Amberlyn Storey and Dr. Cathleen Greiner took the lead in staffing a booth on SLO campus for PFLAG for the No Place for Hate Event held on October 13, 2010, which was a very successful kick-off in launching the No Place for Hate at Cuesta College.</p> <ol style="list-style-type: none"> 1. Six banners were produced (4x3): Four for SLO and two for NCC that were approved by Dr. Stork. 2. A polycom from 5401 to N1015 has been setup for NCC to participate. 3. Resolution of Respect approved by ASCC was read by Amberlyn Storey. Students read and signed the Resolution for Respect and then was given a “No Place for Hate” button. The NCC had a similar table setup for students to read and sign the Resolution before giving them a button

		<p>as well.</p> <p>4. Rabbi Mandel spoke and Judith Meisel presented a holocaust documentary.</p> <p>Dr. Greiner invited faculty to include students in the event.</p> <p>CDSE members also co-sponsored, with Faculty Professional Development Committee, ADL Campus of Difference Training in April 2011.</p>
5.	Direct CDSE Budget monies to most critical Diversity Issues – training & events at Cuesta – All.	<p>Achieved.</p> <p>CDSE has allocated monies to sponsor the following events for the 2010-2011 Academic Year:</p> <ol style="list-style-type: none"> 1. Honorarium for Jordan Hattar’s Presentation(Sudan) Fall 2010. 2. Honorarium for Judy Meisel, “No Place for Hate” event. Fall 2010. 3. A significant contribution, \$1500.00 was used for the Spring 2011 ADL staff, faculty, and management training session.
6.	Investigate approaches for infusing diversity across the curriculum.	<p>Achieved.</p> <p>The CDSE committee took the lead in implementing Cuesta College as a Safe Zone with the Academic Senate Council endorsing and signing on the No Place for Hate Initiative. The Committee coordinated with the Faculty Professional Development Committee on implementing training through ADL Campus of Difference in Spring 2011. CDSE faculty member Bailey Drechsler also led a panel as a faculty Spring 2011 flex activity – Infusing Diversity across the Campus. Additionally, CDSE helped sponsor the Book of the Year Event.</p>

- **Recommendations**

- *What topics should be addressed by this or another committee next year?*

- Complete the EEO on-line training format and implement for employees involved in the hiring process.
- More work on approaches for diversifying our faculty to more closely mirror the changing demographics of our students
- Collaborate with Student Life and Leadership program to bring more cultural events to students and to effectively utilize the student Cultural Center such as a multi-cultural Fair for both the SLO and NCC. Another idea would be to organize smaller scale activities in the cafeteria, courtyard, or student center that encourages dialogue about ,and appreciation for, diversity.
- Offer at least one diversity training each semester – potentially offered by our own faculty, staff and/or management.
- Encourage at least one No Place for Hate awareness activity each semester to promote respect for individual and group differences.
- Assist the Executive Director of Human Resources with meeting the Planning Agendas for Standard IIIA Human Resources, that relate to diversity, including the requirement for a college ethics statement.

- **Self-Assessment**

- *To what degree has the committee functioned in meeting its roles and responsibilities?*

- The Committee met all of the goals set for this year.
- The Committee demonstrated strong leadership and committed committee members.
- The agenda, minutes and treasurer reports were timely and well prepared.
- Vital ADL training was offered and significant work on EEO training was accomplished.

- *What could the committee do better in regard to meeting its roles and responsibilities?*
 - More effectively recruit additional members to the committee who will carry on the work of CDSE.
 - Have members attend meetings more regularly – committee could not meet quorum on a number of occasions.
 - Meet once a year with the Chairs of the three Professional Development Committees – staff, management and faculty – to plan diversity related professional development activities.
 - Elect Co-chairs to 2 year, alternating year terms to support consistency in leadership.
 - Update the CDSE Committee website.

- *What resources are needed to assist the committee in achieving its goals next year?*
 - **Assistance with changing the College culture to one of sincere college-wide support of the efforts of CDSE.** Committee members are discouraged when over the years the product(s) of their effort are given little regard by the College community. For Example, a great deal of time and resources were invested in the Anti-Defamation L training – with poor faculty and staff attendance. Such is the history of this committee.
 - Continued and increased committee funding – to provide valuable diversity training and awareness activities for the College.

- *List the committee’s recommendations for changing the description or composition of the committee to achieve its goals addressed for next year.*
 - No changes to composition as it stands. It would greatly strengthen the committee if Academic Senate identified all four faculty members to CDSE early in the academic year.
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SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office
FROM: William Benjamin and Aaron Rodrigues, Co-Chairs CDSE
DATE: 2/8/10
SUBJECT: Committee Mid Year Report for 2011-2012

Instructions: List the committee's accomplishments and add goals if applicable.

- **Name of the Committee**
Cultural Diversity and Student Equity
- **Committee Members** (chair and liaison noted)
William Benjamin, Co-Chair
Bailey Dreschler
Silvio Favoreto
Linda Fontanilla
Lisa Gray
Anthony Gutierrez
Diane Limon
Carina Love
Sandee McLaughlin
Juli Murray
Amy Pike
Robin Powers
Patricia Rasmussen
Aaron Rodrigues, Co-Chair
Belen Velasco

Goals for 2011 - 2012		Accomplishments
1.	Complete the EEO Plan	CDSE appointed a taskforce to review the progress on the EEO plan, complete a draft of the plan, and bring the draft back to the full committee. The task force met and reviewed the progress to date and is working on a draft to be completed by April, 2012. NOTE: the Chancellor's Office has not yet released the data for the report.

2.	Diversity Workshops	A presentation on bullying, in partnership with the Anti-Defamation League, has been scheduled for March 29, 2012 CDSE also provided support for a Suicide Prevention Workshop on the North County campus during fall semester.
3.	EEO Online Training Tool	The online EEO training tool (Power Point and quiz) was completed and uploaded to the myCuesta intranet site. Communications have gone out to campus regarding the tool. CDSE and CCFT (the faculty union) have issued a joint communique encouraging faculty members on current hiring committees to review the presentation and complete the quiz. The results are recorded in Human Resources.
4.	Student Satisfaction Survey	CDSE is reviewing different survey tools to be used for the survey.
5.	Direct CDSE budget monies	CDSE has approved a number of expenditures from its budget in support of diversity, including the ADL workshop mentioned above.
6.	Book of the Year	Communications regarding the Book of the Year have been sent out campus wide. A presentation on the Book of the Year is scheduled for March 27, 2012.
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SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT


MEMORANDUM

TO: President's Office
 FROM: William Benjamin – Committee Co-Chair
 DATE: March 30, 2012
 SUBJECT: Committee 2011-2012 Accomplishments, Recommendations for 2012-2013 and Self-Assessment

- **Name of the Committee**
Cultural Diversity and Student Equity Committee
- **Committee Members** (chair and liaison noted)

William Benjamin, Executive Director of Human Resources & Labor Relations & Co-Chair CDSE
Bailey Drechsler, Faculty, Human Development, Ac Senate
Silvio Favoreto, Physical Sciences, CCFT/Ac Senate
Linda Fontanilla, Asst. Supt./Vice President Student Services
Lisa Gray, Mgt. Senate Representative/EEO Representative
Anthony Gutierrez, Faculty Coordinator, Student Life & Leadership
Diane Limon, Recruitment Retention Specialist EOPS, CCCUE
Carina Love, Faculty, Library Learning Resources , Ac Senate
Sandee McLaughlin, Executive Dean for No. County Campus & South County Center & Cabinet Liaison
Juli Murray, Student, ASCC Rep
Amy Pike, Admin. Asst. to Executive Dean of NCC & Recorder CDSE Committee
Robin Powers, DSPS Specialist, Ac Senate
Patricia Rasmussen, Student, ASCC Rep
Aaron Rodrigues, Faculty, Social Sciences, Ac Senate
Belen Vaccaro, Financial Aid Specialist, CCCUE

Goals for 2011 - 2012		Accomplishments
1.	Complete the EEO Plan	Achieved. CDSE approved the final draft of the EEO plan, which went to the Faculty Senate for feedback. The Senate's recommendations were incorporated and the plan next goes to College Council for feedback. After reviewing any recommendations from College Council and making any changes, the plan will go to the Board of Trustees for approval at either the May 22 nd special Board meeting or the regular June 6 th meeting.

2.	Diversity Workshops	A presentation on bullying, in partnership with the Anti-Defamation League was made on March 29 th and was enthusiastically attended by a cross section of students, faculty, administrators, and staff. CDSE also provided support for a Suicide Prevention Workshop on the North County Campus during fall semester and two diversity lectures on the San Luis Obispo Campus in the spring semester entitled; “Birthing: Medical Research, Politics & Experiment” and “Crossing the Borders: Women & the Transgendered Experience”.
3.	EEO Online Training Tool	The online EEO training tool was completed and uploaded to the myCuesta intranet site. Communications have gone out to campus regarding the tool. All managers on hiring committees are required to complete the training. CCCUE agreed that any of their members who serve on hiring committees would complete the training. CDSE and CCFT (the faculty union) have issued a joint communiqué encouraging faculty members on hiring committees to review the presentation and complete the quiz. The results are recorded in Human Resources.
4.	<p>Student Satisfaction Survey</p>  <p>Zoomerang Student Satisfaction Survey C</p>	CDSE diversity survey created, vetted with Academic Senate and Research Office, and administered Spring 2012. 372 student responses collected through Zoomerang. Analysis of data and design of potential professional development activities to address the findings identified as a committee goal for 2012-2013.
5.	Direct CDSE budget monies	CDSE approved expenditures in support of the Anti-bullying Panel, Book of the Year, and to purchase additional closed caption diversity holdings for the Library.
6.	Book of the Year	CDSE supported the Book of the Year through campus-wide communications funding and attendance of some of its members at the presentation on March 27, 2012, at which the author was in attendance.

- **Recommendations**
- *What topics should be addressed by this or another committee next year?*
 - ✓ Monitor completion of all commitments in EEO Plan, complete remaining components of the plan as data is available from the Chancellor’s Office and prepare the annual EEO progress report.
 - ✓ Support the EEO plan by encouraging completion of the EEO training by all employees serving on hiring committees and by assessing and improving the on-line training tool.

- ✓ Further analyze results from the CDSE administered, spring 2012 student diversity survey and plan associated staff training to address the findings.
- ✓ Volunteer to serve as a review group for the new Cuesta website, with focus on diversity.
- ✓ Continue to support diversity activities on campus through communications, participation, and funding when possible.
- ✓ Consider conducting a cultural audit – research models and assess options/benefits.

- **Self-Assessment**

- *To what degree has the committee functioned in meeting its roles and responsibilities?*

The committee accomplished all of its goals and continues to create strategies to support EEO and diversity on campus. Its biggest accomplishment this year was the completion of the EEO plan and the EEO training, in concert with diversity accomplishments, as listed above.

- *What could the committee do better in regard to meeting its roles and responsibilities?*

The committee could always improve on its communication with employee groups regarding EEO and diversity, to involve more employees.

- *What resources are needed to assist the committee in achieving its goals next year?*

No additional resources have been requested. The greatest benefit would come from increased employee participation at all CDSE sponsored events.

- *List the committee's recommendations for changing the description or composition of the committee to achieve its goals addressed for next year.*

There are no plans to change the description or composition of the committee – the committee also serves formally as the EEO Advisory Committee.



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office
FROM: Lisa Gray and Anthony Gutierrez
DATE: January 30, 2013
SUBJECT: Committee Mid Year Report for 2012-2013

Instructions: Describe the committee's Fall 2012 accomplishments and identify additional initiatives for Spring 2013 if applicable. Indicate for each initiative whether it has been completed or is in progress.

NOTE: The committee chair (co-chairs) is (are) responsible for completing reports following dialogue with the committee. Assessment of the committee's progress toward initiatives is a critical part of the annual cycle of assessment where outcomes lead to change and improvement.

- **Name of the Committee**
Cultural Diversity and Student Equity Committee (CDSE)

- **Committee Members** (chair and liaison noted)
Changes noted: additions are underlined, deletions are ~~stricken~~.
 - William Benjamin, Executive Director of Human Resources & Labor Relations
 - ~~Donna Bower, ESL~~
 - Silvio Favoreto, Physical Sciences, CCFT/Ac Senate
 - Bailey Drechsler, Faculty, Human Development, Ac Senate
 - Lisa Gray, Mgt. Senate Representative/EEO Representative & Co-Chair CDSE
 - Anthony Gutierrez, Faculty Coordinator, Student Life & Leadership & Co-Chair CDSE
 - Frank Ha, Social Sciences (*Fall 2012 only*)
 - Shannon Hill, Executive Director, Advancement/Foundation
 - Diane Limon, Recruitment Retention Specialist EOPS, CCCUE
 - Gabriela Lopez, NCC Student Site Support Specialist, CCCUE
 - Sandee McLaughlin, Int. Asst. Supt./Vice President Student Services and Campus Centers & Cabinet Liaison
 - Joaquin Mendez, Student Representative
 - Edie Morales, CCCUE
 - Amy Pike, Admin. Asst. to Interim Dean of NCC & Recorder CDSE Committee
 - Robin Powers, DSPS Specialist, Ac Senate

Initiatives		Complete	In Progress	Accomplishments
1.	Monitor completion of all commitments in Equal Employment Opportunity Plan.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>The Equal Employment Opportunity (EEO) Plan Update is a standing item presented by Bill Benjamin, EEO Officer. Committee members inquire and consult with Mr. Benjamin on all aspects of the EEO Plan at regular committee meetings. Timelines in the EEO plan have been strictly adhered to and commitments are routinely met.</i>
2.	Complete remaining components of the plan as data are available from the Chancellor's Office and prepare the annual EEO progress report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Data are not forthcoming anytime soon. There is no anticipated date data will be available. Completion of this initiative is subject to receipt of data from the Chancellor's office and will proceed once those data are available.</i>
3.	Support the EEO plan by (a) encouraging completion of the EEO training by all employees serving on hiring committees and (b) by assessing the on-line training tool.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>In regard to (a): The EEO Officer on each hiring committee ensures that all hiring committee members have completed the training prior to interviews. Regarding (b): A question has been added to the quiz following the online training tool regarding how to improve the online training. During a regular meeting in April /May 2013, committee members will review the feedback and assess the online training tool.</i>
4.	Make improvements to the on-line EEO training tool following the assessment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Once feedback is reviewed and assessed by CDSE committee members in the regular meeting, members will recommend improvements to the EEO online training to be implemented by the EEO Officer for Fall 2013.</i>
5.	Further analyze results from the CDSE administered, spring 2012 student diversity survey and plan associated staff training to address the findings	<input type="checkbox"/>	<input type="checkbox"/>	<i>This initiative is postponed. The CDSE survey administered in Spring 2012 has limited data and the committee determined the results of the CCSSE and SENSE surveys will be used to determine training to address gaps as needed. This initiative may be carried forward into the 2013-2014 year due to the timing of available data.</i>

6.	Review the new San Luis Obispo County Community College District/Cuesta College website and provide feedback to the marketing team.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><i>CDSE committee members reviewed the district's website and serve as points of contact with the college community and have provided feedback to the marketing team. Shannon Hill, Executive Director Advancement/Foundation is a committee member and supervises the marketing team. In addition, committee members are in the process of revitalizing the committee's website and integrating some components with the district's webpage.</i></p> <p><i>This initiative is complete and has inspired additional work to be done by the committee. As a result, the committee may wish to carry over work on the committee's website and integration with the district's website into the 2013-2014 year due to the comprehensive nature of the work and the capacity of available staff to support such work.</i></p>
7.	Oversee and conduct activities as described in the EEO Plan, Component 14, through communications, participation, and funding.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><i>This is component of the EEO Plan is integrated with our initiatives for the year.</i></p> <p><i>Funds have been allocated to support <u>The Language of Flowers</u> (Book of the Year) library holdings (Ask Us Who We Are is a documentary film focused on the challenges and extraordinary lives of youth in foster care) and further to support an ongoing project to update a list of library holdings with diversity titles for use by instructors, students and others with an interest in diversity themes.</i></p> <p><i>Committee members have worked closely with others to develop and support:</i></p> <ul style="list-style-type: none"> <i>• Student Mental Health Grant. In October 2012, Kelsey Kehoe, Wellness Arts Program Coordinator, presented collaborative opportunities to the CDSE committee. We subsequently supported her efforts for a district-wide workshop, a presentation to the president's cabinet, Spring 2013 Opening Day presentation, and a presentation to all managers is planned for March 2013. Ms. Kehoe provided information about an online training tool to familiarize faculty and staff about mental distress warning signs</i>

				<p><i>and student crisis action planning information to all who attended Spring 2013 Opening Day events.</i></p> <ul style="list-style-type: none"> • <i>Dia de los Muertos events. In October and November 2012, CDSE collaborated with Associated Students of Cuesta College, Latina Leadership Network Student and Staff Chapters, North County Student Services, & Instructor Virginia Mack & Beginning Drawing Class to host a series of events including a gallery of altars and artwork, a sugar skull workshop and a film screening of the documentary “Food for the Ancestors”</i> • <i>A screening of the film “Precious Knowledge” (portrays the final years of the highly successful but controversial Mexican American Studies Program at Tucson High School) in December 2012</i> • <i>The Diversity and Inclusiveness Colloquium at Cal Poly (February 2013), which focuses on diversity and inclusiveness. In planning, the university has consulted with the San Luis Obispo Chamber of Commerce’s Diversity Committee to involve the local business community in a discussion on how the university and the city can develop inviting climates for people of all backgrounds, including race, ethnicity, religion, gender, sexual orientation, class and ability.</i> • <i>The Educate Conference (March 2013), [Institutional Objective 2.2b]. In 2010, the first Educate Conference hosted by Cuesta College attracted 70 students; in 2012, the second Conference attracted 140 students. The District aims to achieve attendance of 200 students at the 2013 Conference.</i> • <i>A possible Dream Act/AB540 Workshop later in Spring 2013 on a date to be determined.</i> <p><i>Additionally,</i></p> <ul style="list-style-type: none"> • <i>Goal 5 above is an example of our work toward “conduct campus climate studies to identify areas for attention” as listed in component 14 of the EEO Plan.</i>
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				<ul style="list-style-type: none"> • <i>Goal 6 above is an example of the committee's work with the marketing team to revise publications as needed to reflect the district's diversity.</i>
8.	<p>Improve communication with employees regarding EEO and diversity with the goal of involving more employees <u>and students</u> in activities.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><i>The conversation with employees is regular among those involved in the recruitment, screening and selection of personnel due to the requirement to complete the training.</i></p> <p><i>The annual notice of the EEO policy statement was sent to all district employees (September 2012) as required in the EEO Plan. The notice was also posted to the HR website and is included in the new employee orientation.</i></p> <p><i>Lisa Gray, committee co-chair, is a member of the San Luis Obispo Chamber of Commerce Diversity Committee and regularly announces events occurring throughout the County to members.</i></p>



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: President's Office
FROM: Lisa Gray, Anthony Gutierrez & Sandee McLaughlin
DATE: May 15, 2013
SUBJECT: Committee End of Year Report for 2012-2013

Instructions: Update the committee's accomplishments for the 2012-2013 year. Complete the self-assessment. Make recommendations for 2013-2014 for this or other committees.

NOTE: The committee chair (co-chairs) is (are) responsible for completing reports following dialogue with the committee. Assessment of the committee's progress toward initiatives is a critical part of the annual cycle of assessment where outcomes lead to change and improvement.

- **Name of the Committee**
Cultural Diversity and Student Equity Committee

- **Committee Members** (chair and liaison noted)
 - William Benjamin, Executive Director of Human Resources & Labor Relations
 - Bailey Drechsler, Human Development
 - Silvio Favoreto, Physical Sciences, CCFT/Ac Senate
 - Lisa Gray, Mgt. Senate Representative/EEO Representative & Co-Chair CDSE
 - Anthony Gutierrez, Faculty Coordinator, Student Life & Leadership & Co-Chair CDSE
 - Frank Ha, Social Sciences (Fall 2012 semester)
 - Shannon Hill, Executive Director, Advancement/Foundation
 - Diane Limon, Recruitment Retention Specialist EOPS, CCCUE
 - Gabriela Lopez, NCC Student Site Support Specialist, CCCUE
 - Sandee McLaughlin, Int. Asst. Supt./Vice President Student Services and Campus Centers & Cabinet Liaison
 - Edie Morales, CCCUE
 - Amy Pike, Admin. Asst. to Interim Dean of NCC & Recorder CDSE Committee
 - Robin Powers, DSPS Specialist, Ac Senate

Initiatives		Completed	Carried Forward	Will Not Pursue	Status Description
1.	Monitor completion of all commitments in Equal Employment Opportunity Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>The Equal Employment Opportunity (EEO) Plan Update is a standing item presented by Bill Benjamin, EEO Officer. Committee members inquire and consult with Mr. Benjamin on all aspects of the EEO Plan at regular committee meetings. Timelines in the EEO plan have been strictly adhered to and commitments are routinely met.</i>
2.	Complete remaining components of the plan as data is available from the Chancellor's Office and prepare the annual EEO progress report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Data are not forthcoming anytime soon. There is no anticipated date data will be available. Completion of this initiative is subject to receipt of data from the Chancellor's office and will proceed once those data are available.</i>
3.	Support the EEO plan by encouraging completion of the EEO training by all employees serving on hiring committees and by assessing and the on-line training tool.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>In regard to (a): The EEO Officer on each hiring committee ensures that all hiring committee members have completed the training prior to interviews. Regarding (b): A question was added to the quiz following the online training tool regarding how to improve the online training. Committee members reviewed the feedback and assessed the online training tool during the May 15, 2013 meeting.</i>
4.	Make improvements to the on-line EEO training tool following the assessment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Members recommended improvements to the EEO online training to be implemented by the EEO Officer for Fall 2013. The survey and training will be updated Summer 2013.</i>
5.	Further analyze results from the CDSE administered, spring 2012 student diversity survey and plan associated staff training to address the findings.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>This initiative is postponed. The CDSE survey administered in Spring 2012 has limited data and the committee determined the results of the CCSSE and SENSE surveys will be used to determine training to address gaps as needed. This initiative may be carried forward into the 2013-2014 year</i>

					<i>due to the timing of available data.</i>
	Initiatives	Completed	Carried Forward	Will Not Pursue	Status Description
6.	Review the new San Luis Obispo County Community College District/Cuesta College website and provide feedback to the marketing team.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><i>CDSE committee members reviewed the district's website and serve as points of contact with the college community and have provided feedback to the marketing team. Shannon Hill, Executive Director Advancement/Foundation is a committee member and supervises the marketing team. In addition, committee members are in the process of revitalizing the committee's website and integrating some components with the district's webpage. Bill Benjamin is a member of the web committee and serves as a liaison.</i></p> <p><i>This initiative is complete and has inspired additional work to be done by the committee. As a result, the committee may wish to carry over work on the committee's website and integration with the district's website into the 2013-2014 year due to the comprehensive nature of the work and the capacity of available staff to support such work.</i></p>
	Initiatives	Completed	Carried Forward	Will Not Pursue	Status Description
7.	Oversee and conduct activities as described in the EEO Plan, Component 14, through communications, participation, and funding.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><i>This component of the EEO Plan is integrated with our initiatives for the year.</i></p> <p><i>Funds have been allocated to support</i> <i><u>The Language of Flowers</u> (Book of the Year) library holdings (Ask Us Who We Are is a documentary film focused on the challenges and extraordinary lives of youth in foster care) and further to support an ongoing project to update a list of library holdings with diversity titles for use by instructors, students and others with an interest in diversity themes.</i></p>

					<p><i>Committee members have worked closely with others to develop and support:</i></p> <ul style="list-style-type: none"> • <i>Student Mental Health Grant. In October 2012, Kelsey Kehoe, Wellness Arts Program Coordinator, presented collaborative opportunities to the CDSE committee. We subsequently supported her efforts for a district-wide workshop, a presentation to the president’s cabinet, Spring 2013 Opening Day presentation, and a presentation to all managers is planned for March 2013. Ms. Kehoe provided information about an online training tool to familiarize faculty and staff about mental distress warning signs and student crisis action planning information to all who attended Spring 2013 Opening Day events.</i> • <i>Dia de los Muertos events. In October and November 2012, CDSE collaborated with Associated Students of Cuesta College, Latina Leadership Network Student and Staff Chapters, North County Student Services, & Instructor Virginia Mack & Beginning Drawing Class to host a series of events including a gallery of altars and artwork, a sugar skull workshop and a film screening of the documentary “Food for the Ancestors”</i> • <i>A screening of the film “Precious Knowledge” (portrays the final years of the highly successful but controversial Mexican American Studies Program at Tucson High School) in</i>
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					<p><i>December 2012</i></p> <ul style="list-style-type: none"> • <i>The Diversity and Inclusiveness Colloquium at Cal Poly (February 2013), which focuses on diversity and inclusiveness. In planning, the university has consulted with the San Luis Obispo Chamber of Commerce’s Diversity Committee to involve the local business community in a discussion on how the university and the city can develop inviting climates for people of all backgrounds, including race, ethnicity, religion, gender, sexual orientation, class and ability.</i> • <i>The Educate Conference (March 2013), [Institutional Objective 2.2b]. In 2011, the first Educate Conference hosted by Cuesta College attracted 70 students; in 2012, the second Conference attracted 140 students. The District aims to achieve attendance of 200 students at the 2013 Conference.</i> • <i>Dream Act/AB540 Workshops were held on the SLO and NC campuses on April 18 and 19 2013.</i> • <i>Funds were allocated in support of the ESL Poetry in Translation Event.</i> • <i>The SLOCCCD Library Diversity holdings were increased and the list is now available at http://library.cuesta.edu/diversity_list.pdf</i> • <i>The committee funded the closed captioning of several DVDs.</i> <p><i>Additionally,</i></p> <ul style="list-style-type: none"> • <i>Initiative 5 above is an</i>
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					<p><i>example of our work toward “conduct campus climate studies to identify areas for attention” as listed in component 14 of the EEO Plan.</i></p> <ul style="list-style-type: none"> <i>Initiative 6 above is an example of the committee’s work with the marketing team to revise publications as needed to reflect the district’s diversity.</i>
Initiatives		Completed	Carried Forward	Will Not Pursue	Status Description
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- **Self Assessment**

- *To what degree has the committee met its roles and responsibilities?*

We have completed the initiatives and will carry forward ongoing work.

- *How could the committee improve its effectiveness in regard to meeting its roles and responsibilities?*

The committee would like more district participation and to have community members involved.

- *How effective was the committee in completing its initiatives?*

All initiatives were completed in full and according to the timelines as planned.

- *How might the committee improve its effectiveness in regard to accomplishing its initiatives?*

Communication was good, we completed initiatives on time. Increased district participation is desired.

- *What resources are needed to assist the committee in achieving its initiatives?*
We request continued funding of our committee initiatives.
- *List the committee's recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.*
The committee reviewed the committee description and composition and has no recommendation for changes. We would like to fill community membership slots and continue student representation.

Recommendations

- *What topics should be addressed by this committee next year?*

The following are proposed for consideration by the 2013-2014 committee:

- How the committee can best use the holdings list (consider the website)?
 - Diversity Months – diversity/multicultural focus for each month
 - Propose and event with the Anti-Defamation League in 2013-2014
 - Propose CDSE Committee Initiatives
 - 2013-2014 Diversity Events
 - 50th Anniversary Diversity Timeline
 - CDSE Website Update
 - Mental Health Update (Kelsey Kehoe)
 - Review Survey Results from SENSE and CCSSE
- *Are there any additional roles or responsibilities this committee should be addressing?*
Increase our ability to recruit additional individuals
 - *What issues, initiatives or work has the committee identified that other committee(s) and/or departments should address next year?*
 - Possibly work with the web committee during the second phase roll out.
 - Ensure that all web components are accessible.
 - Are the 50th banners stock photos or pictures of our students? – if not local, the committee recommends that we use photos of our own students and employees to build familiarity, stock photos seem too staged, makes some think our students and employees are not good enough for our banners.