1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. INSTITUTIONAL PRESENTATION
Hiring the Best While Developing Diversity in the Workforce: Legal Requirements and Best Practices for Screening Committees – Laura Schulkind from Liebert Cassidy Whitmore SW (p.2)

Per Title 5 California Code of Regulations 53024.1(g): The district's board of trustees receives training on the elimination of bias in hiring and employment at least once every election cycle.

3. ANNOUNCEMENT OF CLOSED SESSION ITEMS

4. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

5. CONVENE CLOSED SESSION

6. RECONVENE PUBLIC MEETING

7. REPORT OF ACTION IN CLOSED SESSION (if any)

8. ADJOURN – the next Board of Trustees Meeting will be a Study Session at 2pm on Thursday, April 14, 2016, at Crafton Hills College Auditorium followed by the Business Meeting at 4pm.
Diversity in Community College Employment: A Quick Look at Why & How
San Bernardino Community College District | March 24, 2016
Presented by: Laura Schulkind

Agenda

• Why?
  – The vision of the community colleges
  – The law

• How?

Vision and Values of the Community College System

• Why Does Diversity Matter to CCDs?
  – Core mission:
    • Serve California’s diverse community of learners
    • Provide opportunity for all
    • Prepare students for success in a global society
  – Core belief that a diverse staff creates:
    • Better service
    • Teaching
    • Better educational environment
    • Stronger community
Vision and Values of the Community College System

• Why Does Diversity Matter to CCDs?
  – A diverse group of people who function in an inclusive environment have a better capacity for:
    • creativity
    • recognizing alternatives
    • anticipating problems
    • seeing new opportunities
    • respecting each other

Federal/State Employment Anti-Discrimination Laws

Prohibition against employment discrimination not new

• Title VII
• ADA
• ADEA
• Title IX
• FEHA

The Law Has Changed

• Law has long required “equal opportunity” employment
• Meaning of “equal” has changed
  
  equal access → to equal treatment
The Law Has Changed

**Proposition 209**

- Prohibits "preferential treatment" on basis of:
  - Race
  - Sex
  - Color
  - Ethnicity
  - National Origin

- In Public:
  - Employment
  - Education
  - Contracting

*Cal. Const. Art. 1, Sec. 31

The Vocabulary Has Changed

Affirmative Action → EEO

Underrepresented Groups → Monitored Groups

Affirmative Action Hiring → Diversity Hiring

The Concepts Have Changed

Improving representation of specific underrepresented groups →

Creating work environments that are "diverse" in many **meaningful** respects (race/ethnicity, gender, religion, age, disability, sexual orientation, socio-economic status, marital status, geography, etc.)
The Hiring Challenge

• The law has changed
• The vocabulary has changed
• The concepts have changed

But . . .
• Expected results have not changed

Expected Results

• Eliminate under representation based on protected status
  – Gender, gender identity
  – Race, color, ethnicity and national origin
  – Disability
  – Sexual orientation

Expected Results

Regulatory Response:*  
• Multi-step EEO & hiring process to promote diversity

*Title 5, Section 51010 et seq.
Developing and Maintaining Institutional Commitment to Diversity* § 53024.1.

**Key premises:**
- Establishing/maintaining a diverse workforce is an ongoing process
- Appropriate steps depend on the unique circumstances of each institution

**Key requirements:**
- Districts shall locally develop & implement indicators of institutional commitment to diversity
- Sustained effort
- No specific steps are mandated
  - unless required by State Chancellor

---

Developing and Maintaining Institutional Commitment to Diversity* § 53024.1.

**May include, but not limited to:**
- Conducting campus climate surveys & using this information
- Conducting exit interviews & using this information
- Providing training to employees, students & trustees
  - elimination of bias in hiring and employment,
  - cultural awareness
  - discrimination/harassment prevention
- Maintain programs to support newly-hired employees
- Maintain updated job descriptions and/or job announcements.
- Timely and thoroughly investigate all harassment & discrimination complaints & take appropriate corrective action in all instances where a violation is found.
- Convey in publications and website district commitment to diversity & EEO

---

Developing and Maintaining Institutional Commitment to Diversity* § 53024.1.

**May include, but are not limited (con't):**
- Conveying commitment to diversity & inclusion in in district mission statement,
  - including recognition that a diverse workforce promotes educational goals and values.
- Requiring applicants to demonstrate "sensitivity to diversity" in a manner specific to the position
- Providing EEO/diversity assistance to districts
- Maintaining updated curricula to expand global perspective
- Addressing diversity issues in a transparent and collaborative fashion
- Surveying applicants who decline offers & using the information
- Conducting longitudinal analysis
Lawful strategies fall into 3 categories:
- Work culture
- Job definition
- Recruiting/hiring

**Strategies to Promote Diversity:**
Focus on work culture

**Why?**
- to improve applicant pools
- to improve employee retention

**How?**
- Leadership
- Must have visible “buy-in” at the top
  - Boards
  - Chancellors
  - Presidents
  - Dedication of resources
  - Training
  - EEO Plan & Hiring Procedures
- Institutional commitment — at all levels
Strategies to Promote Diversity: Rethink Job Definitions

Key Concepts:
• Job-Relatedness is key
• Diversity does not mean lowering standards
• Measuring success is complex
  – Not about local demographics
  – Numbers may not tell the story
  – Think longitudinally
  – Institutional behavior matters

Strategies to Promote Diversity: Rethink Job Definitions

• Modernize and update by asking:
  – Should we redefine the job?
  – How do issues of diversity impact this work?
  – What job-related criteria value/attract diverse candidates?
  – What job-related criteria assess "sensitivity to diversity. . ."?

For example, in faculty context:
• Global perspective is consistent with CCD mission
• Is global perspective evident in how jobs are defined and knowledge/skills required?
• If not: reexamine curriculum, programs, majors, etc.

* Note: this will both improve work culture and diversify pool of qualified candidates.
Strategies to Promote Diversity: Recruitment

**Recruiting strategies that:**
- Create highly qualified, diverse applicant pools
- From which you hire the most qualified candidate

**Recruiting strategies that work:**
- Screening committee training & best practices
- Add to (don’t replace) traditional avenues
- Personal connections with career centers
- Outreach to professional organizations
- Groom your own students
- Make district attractive to applicants
- You are always recruiting and hiring
- Assume a buyer’s market

THANK YOU