



Equal Employment Opportunity
Fund Multiple Method Allocation
Certification Form
Fiscal Year 2021-2022

District Name: Chabot-Las Positas Community College District

Does the District meet Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year) (All mandatory for funding).

- ☒ Yes
☐ No

The district met at least 6 of the remaining 8 Multiple Methods? (Please mark your answers.)

- ☒ Yes
- ☒ Method 2 (Board policies and adopted resolutions)
 - ☐ Method 3 (Incentives for hard-to-hire areas/disciplines)
 - ☒ Method 4 (Focused outreach and publications)
 - ☒ Method 5 (Procedures for addressing diversity throughout hiring steps and levels)
 - ☒ Method 6 (Consistent and ongoing training for hiring committees)
 - ☒ Method 7 (Professional development focused on diversity)
 - ☒ Method 8 (Diversity incorporated into criteria for employee evaluation and tenure review)
 - ☒ Method 9 (Grow-Your-Own programs)
- ☐ No

I CERTIFY THAT THIS REPORT FORM IS COMPLETE AND ACCURATE. Please attach meeting agenda showing district EEO Advisory Committee's certification of this report form.

Chair, Equal Employment Opportunity Advisory Committee

Name: Melinda Trammell Title: Director, Employee & Labor Relations

Signature: [Signature] Date: 4/19/2022

Chief Human Resources Officer

Name: Wyman M. Fong Title: Vice Chancellor, Human Resources

Signature: [Signature] Date: 4/19/2022

Chief Executive Officer (Chancellor or President/Superintendent)

Name: Ronald P. Gerhard Title: Chancellor

Signature: [Signature] Date: 04/19/2022

President/Chair, District Board of Trustees

Date of governing board's approval/certification: 04/19/22

Name: Tim Sbranti Title: President/Chair, Board of Trustees

Signature: [Signature] Date: 04/19/2022



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This form requires districts to report the various activities that they are implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

When providing explanation(s) and evidence of your district's success in implementing the Multiple Methods, please keep narrative to no more than one page per Multiple Method. If you reference an attachment, please ensure it is attached to your submittal.

Nine (9) Multiple Methods

Mandatory for Funding

1. District's EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance reports for prior year.

Pre-Hiring

2. Board policies & adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

Hiring

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

Post-Hiring

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

Does District meet Multiple Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year)?

- ☒ **Yes**
☐ **No**

Under the Multiple Method allocation model, districts must minimally have an operational district EEO Advisory Committee, and an updated EEO Plan. Additionally, districts are required to annually report on the use of EEO funds.

- In order to qualify for receipt of the EEO Fund, districts are required to submit a board-adopted EEO plan every three years to the Chancellor's Office. (Title 5, section 53003).
- EEO Plans are considered active for three years from the date of when the district's Board of Trustees approved the plan.
- The districts are required to establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan. (Title 5, section 53005).
- The districts are required to annually submit a report on the use of Equal Employment Opportunity funds. (Title 5, section 53034).



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Please provide an explanation and evidence of meeting this Multiple Method, #1.

Multiple Method #1

Latest EEO Plan, adopted May 21, 2019, is attached. (Attachment #1)



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To receive funding for this year's allocation amount, districts are also required to meet 6 of the remaining 8 Multiple Methods.

Does the District meet Method #2 (Board policies and adopted resolutions)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #2.

Multiple Method #2

Related Board Policies and Administrative Procedures are attached:

- BP 3410 – Nondiscrimination (Attachment #2)
- AP 3410 – Nondiscrimination (Attachment #3)
- BP 3430 – Prohibition of Harassment (Attachment #4)
- AP 3430 – Prohibition of Harassment (Attachment #5)
- BP 3433 – Prohibition of Sexual Harassment Under Title IX (Attachment #6)
- AP 3433 – Prohibition of Sexual Harassment Under Title IX (Attachment #7)
- AP 3434 – Responding to Harassment Based on Sex Under Title IX (Attachment #8)
- AP 3435 – Discrimination and Harassment Complaint Procedures (Attachment #9)



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Does the District meet Method #3 (Incentives for hard-to-hire areas/disciplines)?

☐ **Yes**

☒ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #3.

Multiple Method #3



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Does the District meet Method #4 (Focused outreach and publications)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #4.

Multiple Method #4

The District advertises in a wide variety of publications in order to attract fully qualified candidates from diverse backgrounds. Those publications include DiverseEducation.com, Governmentjobs.com, Dice.com, the California Community Colleges Job Registry, listservs specific to California Community Colleges, edjoin.org, Chroniclevitae.com, ACCCA.org, HigherEdJobs.com, cccsfaaa.org, collegenursingjobs.com, craigslist.org, Community College Week, Inside Higher Ed, and CommunityCollegeJobs.com which includes posting on industry and diversity specific websites. Diversity specific websites include, VeteransInAcademia.com, DisabledInAcademia.com, HigherEdWomen.com, LGBTInAcademia.com, HispanicsInAcademia.com, BlacksInAcademia.com, AsiansInAcademia.com, and NativeAmericansInAcademia.com.

The Office of Human Resources also participates in focused outreach by attending the annual CCC Registry Job Fair which attracts diverse candidates from throughout the Bay Area, job fair events hosted by other California Community Colleges which attract local diverse candidates and current part-time faculty from throughout the Bay Area, and by attending and sponsoring conferences that are focused on equity and inclusion.



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Does the District meet Method #5 (Procedures for addressing diversity throughout hiring steps and levels)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #5.

Multiple Method #5

EEO Plan Component 12 (Methods to Address Underrepresentation), subsections 3 (Review of Initial and Qualified Applicant Pools) and 4 (Screening/Selection Committee Procedures) outline in explicit detail the procedures for addressing diversity throughout hiring Steps and Levels. (Attachment #1).

Along with the EEO Plan, the District's Recruitment and Hiring Procedures include details for addressing diversity throughout the hiring process for Administrative/Management, Faculty, Classified, and Supervisory/Confidential classifications.



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Does the District meet Method #6 (Consistent and ongoing training for hiring committees)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #6.

Multiple Method #6

For many years, the District has required anyone who participates in a hiring committee to receive training. The current EEO Plan requires anyone serving on a hiring committee to have completed the training within the last 24 months, similar to the requirement for supervisor's training on the Prevention of Harassment and Discrimination. (See EEO Plan Component 8)

The Office of Human Resources has an established location in the Banner system to maintain a permanent and ongoing record of when every employee last received the training.

A copy of the current training is included (Attachment #10).



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Does the District meet Method #7 (Professional development focused on diversity)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #7.

Multiple Method #7

The District provides regular training to all managers, supervisors and leads throughout the District on the Prevention of Harassment and Discrimination in the workplace. They are required to participate in this training at least every 2 years. A major element of this training is education on equal employment opportunity. This training is the required AB 1825 training.

In addition, HR provides training to all non-supervisory employees through the Keenan SafeColleges module on the definitions of sexual harassment, what employers must provide in their anti-harassment policies, sexual harassment in the workplace and actions victims can take. This training is the required SB 1343 training and is required every 2 years.

Chabot College:

The Chabot College President's Speaker Series is open to the entire District community. Speakers include: Tyler Campbell, on air radio host of Real Lyfe Reel Talk, Dr. Susana Munoz, Associate Professor of Higher Education, Program Coordinator of the Higher Education Leadership Program and Co-Director of CSU initiatives for the Race and Intersectional Studies for Educational Equity Center in the School of Education at Colorado State University, Winona LaDuke, author of books including The Militarization of Indian Country and Recovering the Sacred: The Power of Naming and Claiming, and additional upcoming events.

The Chabot Collaborative for Equity and Professional Growth (CCEPG) offers three sessions focused on building a diverse community of educators for staff and faculty who will be serving on hiring committees. This is a unique opportunity to develop the skills, language and abilities that support practices to diversify the candidate pool.

The projects the CCEPG team and community are working on include: Brown Bag Podcast, STEM Equity Institute, Linguistic Justice Retreat for English, Consultation to Implement the Academic Senate Resolution for LGBTQ+ Community, BIPOC Flag (Affinity Group), Anti-racist Allies with White Privilege (Affinity Group). (Continued on attached file)



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Does the District meet Method #8 (Diversity incorporated into criteria for employee evaluation and tenure review)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #8.

Multiple Method #8

Within the Faculty Standards listed in the collective bargaining agreement with the Chabot-Las Positas Faculty Association, there is a standard listed that can be used for employee evaluation and tenure review that states that one area to be considered in the evaluation of faculty is in "Demonstrating sensitivity in working with students, including those of diverse racial and ethnic backgrounds, sexual orientations, and abilities."

This standard applies to all Contract (Untenured) Faculty, all Regular (Tenured) Faculty, and all Part-time Faculty. (Articles 14C.2.c, 15C.2.c, and 18I.7.b.3)



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Does the District meet Method #9 (Grow-Your-Own programs)?

☒ **Yes**

☐ **No**

Please provide an explanation and evidence of meeting this Multiple Method, #9.

Multiple Method #9

The Chancellor and Classified Professionals in the Chabot-Las Positas Community College District instituted a "Grow-Your-Own" program called CLIP (Classified Leadership Institute for Professionals).

The Classified Professional population in the District is diverse. Creating a formal leadership program collaboratively with the Classified Professionals focused on providing professional skills, educational knowledge, and personal growth that supports the goals of our educational community, we believe, is a positive step that will increase the diversity of the leadership throughout the District.

Here is a link to the CLIP website: <http://districtazure.clpccd.org/clip/index.php>.

If more space is needed for your explanations, you may attach an additional file. **ATTACH FILE**

Continued - Does the District meet Method #7 (Professional development focused on diversity)?

Chabot College was awarded a Title III Asian American and Native American Pacific Islander- Serving Institution (AANAPISI) Program Grant from the U.S. Department of Education. The new program will address multiple barriers to success that are not only academic, but meet the needs of the whole individual.

Las Positas College:

The Las Positas College President's Speaker Series is open to the entire District community. Speakers include: Chloe Davis, author of *The Queens' English*, *The Dictionary for LGBTQIA+ Lingo and Colloquial Phrases*, Dr. Maisha Beasley – *An Introduction to Self-Care for Educators Through a DEI Lens*, Dr. Laura Rendon – *Fostering an Equitable and Just Education for Community College Students*, and additional upcoming events.

The President's Advisory Council on Race and Equity was established to support one of the five goals identified in LPC's Educational Master Plan: To ensure excellence in student learning by prioritizing equity and antiracism. "This council serves in an advisory role to the president to make recommendations for action to build upon and enhance equity and inclusion for students and employees at LPC."

Additional professional development opportunities have included: Fall Flex - Student Panel: Making LPC a Safe Space for LGBTQ+ Students, Linguistic Justice in Action; Spring Flex - A Conversation about AAPI Students, Student Life Starts in the Classrooms – Keynote, Making Your Canvas Course Site ADA-Compliant, Disabled Student Programs & Services Information and Support, Using Data to Guide Student Success Teams, Using Pronto, RAW, and Smart Shops to Increase Student Success, How to Be an Anti-Ableist Educator. Classified professionals will also be engaged this year with Caring Campus, geared towards making students feel welcome, and will incorporate diversity and equity professional development opportunities.

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

April 19, 2022

Agenda Item: 3.3

Subject: Approval of the Multiple Method Allocation Model Certification Form for Chabot-Las Positas Community College District

Background: The State Chancellor's Office requires all community colleges districts to submit, in addition to their Equal Employment Opportunity Plan, a description of how the district's efforts to promote equal employment opportunity are in alignment with any of a list of eight (8) multiple methods. Every year, the State Chancellor's Office requires approval/certification of the Multiple Method Allocation Model Certification Form by each district's governing board. This is the sixth annual submission of this report.

Recommended Action: That the Board of Trustees approves the Multiple Method Allocation Model Certification Form for fiscal year 2021-22.


Submitted: Wyman M. Fong/Date


Approved: Ronald P. Gerhard/Date

 APPROVED

DISAPPROVED

TABLED