

TO: Jim Garcia
 FROM: Alice Whitenack
 RE: 12/1 Diversity Council Meeting Minutes
 DATE: December 2, 2004

In Attendance:

Name	Department	Name	Department
Kate Barry	Women's Program	Susan Carkin	EFLS
Jose Ortal	Human Resources	Karen Edmonds	HS /Comm.Relations.
Shauku Mlinaji	ASLCC	Tim Craig	OISS
Terri Sullivan	Disability Services	Alice Whitenack	ABSE
Susan Matthews	Multi-Cultural Ctr.	Dennis Carr	Human Resources
Marva Solomon	Counseling	Mark Harris	Counseling
Victoria Payton	Human Resources	Danny Avalos	Facilities
Jerry de Leon	Counseling	Drew Viles	English
Jim Garcia	Human Resources	Elizabeth Andrade	Human Resources

General Business

- There was consensus for Jim Garcia to chair the council for this year. He agreed.
- The management members in a separate meeting will choose the Vice Chair, who should be a manager.
- Jerry de Leon nominated Victoria Payton to be recorder. Further discussion pointed out that her time was badly needed in HR for diversity work. Alice Whitenack volunteered to be the recorder and was approved.
- Diversity Council will meet on the 1st and 3rd Wednesdays of each month, 3-5P.M. for the remainder of the year. The next three meetings:

Dec. 8 Bldg. 4, Rm 130
 Jan. 5 Bldg. 11, Rm 211
 Jan. 19 Bldg. 11, Rm 211

Agenda Items

Human Rights Day Event – selection of Lane employee award

- The Human Rights Day event will be held at LCC in Bldg. 19 on Saturday, Dec. 11.
- Jim Garcia submitted nominations to the council for discussion and selection.
- We voted to honor two nominees at the event (11 for, 2 against). All present agreed that all nominees should be mentioned at the awards event.
- The idea was presented that the Diversity Council should honor people and work units on a regular basis.

IDEC Campus Climate Survey

- The surveys, along with stamped return envelopes, will be in personnel boxes by Friday, Dec 3. An advance copy, as well as a cover letter from President Spilde, was sent by email on Dec. 1. Surveys must be returned by Friday, Dec 10.

- All members of the council should work to encourage employees to complete the survey.

Inclusion of Diversity Team Members

- Members of the D-Team who choose to make a commitment to the Diversity Council will attend the next meeting.
- The question of additional membership as the year goes on needs to be discussed.

2003-08 Diversity Plan Funding

- This topic will move to the next meeting's agenda.

Agenda Items for 12/8

- Inclusion of D Team members on the council
- Additional membership on the council
- Map out a work plan for the council
- Diversity Plan Funding