

**Equal Employment Opportunity Fund *Multiple Method* Allocation Model
Certification Form, Fiscal Year 2015-16**

District Name: Feather River College

The district met Multiple Method #1 (District's EEO Advisory Committee and EEO Plan).

- Yes
 No

The district met at least 5 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 of when District's EEO Advisory Committee certified this report form.

Chair, Equal Employment Opportunity Advisory Committee.

Name: David Burris Title: Human Resources Director
Signature:  Date: 4/21/16

Chief Human Resources Officer

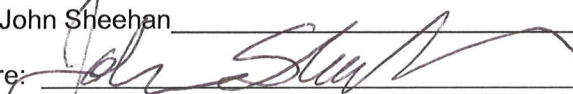
Name: David Burris Title: Human Resources Director
Signature:  Date: 4/21/16

Chief Executive Officer (Chancellor or President/Superintendent)

Name: Dr. Kevin Trutna Title: Superintendent/President
Signature:  Date: 4/21/16

President/Chair, District Board of Trustees

Date of governing board's approval/certification: _____

Name: John Sheehan Title: President/Chair, Board of Trustees
Signature:  Date: 4/21/16

Date Due at the Chancellor's Office: June 1, 2016

Return to: Javier Gonzalez (jgonzalez@cccoco.edu)

Chancellor's Office California Community Colleges: 1102 Q Street, Ste. 4500, Sacramento, CA 95811

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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*. The Chancellor's Office will select some of the practices reported and highlight them in an "EEO and Diversity Best Practices Handbook".

When providing explanation(s) and evidence of your district's success in implementing the *Multiple Methods*, please write a response suitable for publication in the best-practices handbook. Please keep narrative to no more than one page per Multiple Method.

Nine (9) Multiple Methods

Pre-Hiring

1. District's EEO Advisory Committee and EEO Plan
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's EEO Advisory Committee and EEO Plan)?

Yes

No

Under the *Multiple Method* allocation model, districts must minimally have an operational District EEO Advisory Committee and an updated EEO Plan.

- 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).

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

The college updated its EEO plan for 2016. The plan was approved by the board on April 21, 2016.

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To receive funding for that year's allocation amount, districts are also required to meet 5 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.

The college statement of values calls for celebration of the uniqueness of the individual and recognizing of cultural heritage. There is also an institutional code of ethics which gives sense of place to include the development of academic programs and curricula fostering ethnic diversity. In addition, the college's curriculum review and approval process is used to address global perspectives especially in the humanities and social & behavioral sciences fields.

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.

The district maintains a database of applicant EEO disclosures and conducts an initial analysis of applicant pool and a longitudinal analysis through the screening and selection process.

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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.

The district provides cultural awareness through holding a cultural fair in the spring. The cultural fair highlights the diverse student population on campus by sharing cultural backgrounds with others. In addition, in April 2016 the campus held a LGBTQ awareness program for students, faculty, and staff and has provided Safe Space training several times of the last few years.

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The district conducts a campus climate survey for employees and students.

The district updates job descriptions before each position announcement.

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.

The district conducts exit interviews and maintains a database looking for trends.

The district conducts timely and thorough investigations of all complaints filed in accordance with Title 5.

The district, as part of its standard practice, requires all applicants to demonstrate sensitivity and understanding to diversity.

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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.

All members of selection committees must complete training on selection procedures which includes a component on the elimination of bias and cultural competence.

The district conducts sexual harassment training as required by law. All new hired personnel and provided training on the elimination of discrimination and harassment.

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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.

The district conducts sexual harassment training as required by law. All new hired personnel and provided training on the elimination of discrimination and harassment.

The college utilizes its Flex Day activities to provide professional development in diversity awareness. In April 2016 the campus held a LGBTQ awareness program for students, faculty, and staff and has provided Safe Space training several times of the last few years.

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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.

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

Yes

No

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

The college started a Management Council in 2012. This was an effort to train management personnel on a variety of topics from budgeting to best practices in personnel management. Management Council meets monthly during the academic year.

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