

10) Diversity

Charge: To provide ideas and recommendations to the Chancellor that enhance the recruiting and hiring of minorities, women and other protected classes. To identify policies and processes and other institutional impediments that serve as barriers in the recruiting and hiring of protected classes.

Membership: A President serves as Chair and a Faculty member serves as Co-Chair. Other members include Administrators, Staff and Faculty.

Current Member:			Term expires:
(Chair)	Fugett, Charlotte	EC-President	
(Co-chair)			
	Basgen, Brian	DO-IT Systems Architect	Spring 2010
	Becskehazy, Peter	EC-Program Manager	Spring 2011
	Carranza, Olga	DV-Instructional Faculty (PSY)	Spring 2010
	Elasowich, Betty	DC-VP of Student Development	Spring 2010
	Frailey, Marty	DC-Instructional Faculty (REA)	Spring 2011
	Hecimovich, Julie	CC-Electronic Graphic Designer	Spring 2010
	Jordan, Tom	NW-Instructional Faculty (BIO)	Spring 2011
	Kracen, Laurel	EC-Counselor	Spring 2010
	McIntosh, Keith	DO-Director, Technical Services	Spring 2010
	Ngovo, Bernard	CC-Instructional Faculty (REA)	Spring 2011
	Quiroga, Ernest	WC-Instructional Faculty (AIS)	Spring 2010
	Reeder, Nancy	CC-Advanced Program Manager	Spring 2010
	Rodriguez Pitel, Daisy	NW-Executive Assistant to the President	Spring 2010
	Siddall, DeLisa	NW-Educational Support Faculty	Spring 2011
	Stewart, Shani	DO-Fiscal Advanced Analyst	Spring 2010
	Ullestad, Neal	DO-Facilities Project Manager	Spring 2010
	Wakefield, Lynne	DO-AVC of Human Resources	Spring 2010
	Welch, George	WC-Instructional Faculty (ART)	Spring 2010

Meets: Once a month year- round.

DIVERSITY COMMITTEE RECOMMENDATIONS 2009

1. *Develop strategies to market and publicize the College to community groups and enhance the College's image as an employer of choice. Examples:*
 - a. Develop an internship or apprentice program for Pima Community College students at Pima Community College worksites. The College is one of the largest employers in Southeast Arizona and has the ability to offer quality intern programs to a diverse group of students. The College's business, marketing, information technology, media production and other areas would be attractive to students' career development. In addition, returning to PCC employment would be enticing to our former students once they have completed their course of study and are seeking full time employment. (Strategy 4.3.7)
 - b. Strengthen job announcements by including a statement that we have received the designation as a Hispanic Serving Institution (or that "x" number of our campuses are Hispanic Serving Institutions). This may be just as important, if not more so, to candidates as the EEO/AA reference that we include in our advertisements. (Strategy 4.1.7)
 - c. Develop a PCC Speakers' Bureau to expand the College's outreach efforts. In addition, the College should develop a mechanism which captures and records the outreach efforts conducted by the College and use them to market the College as an involved and engaged partner with constituencies of the community. (Example: a faculty member who led a town hall at Vail Schools during Black History month). These activities somehow get lost as they are not formally recorded. (Strategy 4.1.6; Strategy 4.3.1; Strategy 4.3.4)
 - d. Inventory programs and services which support our community and market them aggressively. (Strategy 4.1.7; Strategy 4.3.1; Strategy 4.3.4)
 - e. Engage successful members of the Alumni Association to be community mentors for students and staff. (Strategy 4.3.7; Strategy 4.4.1)
 - f. Consider establishing a "reverse" Speakers Bureau where leaders of business, industry, education, public sector and not-for-profit organizations serve as guest lecturers in Pima Community College classes. This activity could strengthen community partnerships, provide incentives for community leaders to teach or work at Pima, and broaden recruitment efforts through informal channels. (Strategy 4.3.4; Strategy 4.4.1; Strategy 4.5.1)
 - g. Incorporate a service learning component to classes as part of PCC's outreach efforts. (Strategy 4.3.1; Strategy 4.4.1)
 - h. Develop a list of faculty and administrators who have been successful in reaching their career goals and who would like to give back to those who are in the process of climbing their career ladders. The delivery of this type of "give back" could be structured through multiple approaches: on-line chats; speakers' series, presentations to fraternal clubs, churches and other organizations. The audience could be both internal and external groups to the college. (Strategy 4.3.1; Strategy 4.4.1)
 - i. Provide support for new classes or programs which are related to different cultures and nurture them to see if enrollments will grow. (Strategy 4.4.1; Strategy 4.5.1)
2. *Institute approaches to broaden recruitment activities to increase the availability of qualified protected class candidates. Examples:*
 - a. Develop an inventory of major cultural events held in Tucson/Pima County (example: Pan Asian National Conference) or convenient regional sites. (example: NCOR-National Association of African American Studies and Affiliates in San Diego, CA) and offer Pima Community College's talent for speakers, workshops, information tables and recruitment fairs at the events. (Strategy 4.1.7; Strategy 4.3.1)
 - b. Develop a list of Historically Black colleges and universities (see <http://www.ed.gov/about/inits/list/whbcu/edlite-list.html> and also [Appendix B](#)) and Native American colleges and universities (see <http://www.aihec.org/colleges/TCUroster.cfm> and [Appendix B](#)). The Committee could work in partnership with the Vice Chancellor of External Relations and the Department of Human Resources to coordinate recruiting trips and other strategies to notify graduates and alumni of job opportunities. (Strategy 4.1.7)
 - c. Notify the Pima Community College Alumni Association of all job postings. Perhaps job announcements could be web linked to the PCC Foundation/Alumni's web page. (Strategy 6.2.4)

- d. Identify and announce to the College population those conferences where the topic is one of diversity or multiculturalism and where faculty and students can co-present. (Strategy 4.4.1; Strategy 4.5.3)
3. *Create and implement approaches to improve the recruitment and hiring process and facilitate the inclusion of protected class candidates, ensuring transparency in the processes. Examples:*
 - a. Provide required training, including aspects tied to diversity, confidentiality and legal issues, to any employee who sits on a Selection Advisory Committee (SAC). This training should be developed by Human Resources, in conjunction with the College's Diversity Committee, and delivered through the College's Content Management System, ED. The training can be completed in advance or delivered during the meeting at which the SAC's charge is given. The training could have a test out component, if one can be properly developed. Successful completion of this training then becomes a part of the employee's professional development record. (Strategy 4.1.2; Strategy 4.5.3; Strategy 7.5.2; Strategy 7.5.4)
 - b. Develop a campaign as one benchmarked at Bronx Community College (I am BCC) for attachment to the College's job page. The "I am PCC" would highlight individuals holding Pima jobs which are under recruitment (women, minorities and other protected classes would be encouraged to participate) and would emphasize the value of the jobs to the mission of the College. (Strategy 4.1.7; Strategy 6.2.4)
 - c. Develop a means to reduce perceived bias for internal or local candidates, especially for staff positions. A potential mechanism would be to have district-wide job content experts available to screen applications for minimum qualifications before candidates are forwarded to Selection Advisory Committees for further consideration. (Strategy 4.5.1)
 - d. Broaden candidate opportunities for inclusion in national searches and still minimize costs by using available electronic technology for an initial interview, following paper screening and leading to the final interview step. (Strategy 6.2.4)
 - e. Conduct continuous improvement surveys on the College's recruitment and hiring processes to determine if hidden obstacles exist for women and minority candidates. Successful and unsuccessful applicants would be invited to participate. (Strategy 7.3.5; Strategy 7.4.1; Strategy 7.4.3)
 - 4) *Develop tactics which foster an employment environment where college employees can continue to grow professionally and achieve higher levels of job success in their chosen career paths. Examples:*

Develop a "Grow Our Own" Program

- a. Pilot, creating a "job shadowing" program (up to one week in duration) for Pima Community College employees who are interested in moving up their career ladder or changing careers. The program could be tied to the established career paths as developed by the College's Office of Organization and Professional Development (OPD). PCC demographics demonstrate greater diversity in lower level jobs and this program could be one component in a "grow our own" system. Costs for such a program could be mitigated in a number of ways, including but not limited to, the requirement that an employee use educational leave programs already offered as part of the employee's professional development opportunities or use accrued annual leave while participating in the program. (Strategy 4.3.7; Strategy 4.5.1; Strategy 4.5.3)
- b. Pilot a "coaching" or "mentoring" program for College employees which matches faculty or lower level staff employees with individuals who hold jobs at the College to which the faculty or staff aspire. The program should be tied to the established career paths as developed by OPD. (Strategy 4.3.7; Strategy 4.5.1; Strategy 4.5.3)
- c. Pilot internship programs for PCC employees to gain real world experience within the College's own work environment. This would serve to enhance the resumes of those who complete the internship experience, many of whom will be women or minorities, and increase success in future job searches. The internships should be tied to the established career paths as developed by OPD. (Strategy 4.3.7; Strategy 4.5.1; Strategy 4.5.3)