

EAC Meeting Minutes

February 25th, 2022

Present: Warren Plugge, Francesco Somaini, Marty Blackson, Sara Toto, Andrea Eklund (EC representative)

1. Call meeting to order 1:05 pm
2. Approved January 31, 2022 and February 18, 2022 meeting minutes at 1:15pm
3. Review of charges
 - a. **Survey was sent to EC for review. Administrator survey schedule was sent to EC for approval.**
 - b. **22.03 and 22.04 need find someone to help create online form to create a process that will move inquiries to Lidia from us. Warren will seek out contact for this process.**
 - i. **Will have EC approve the procedure/policies surrounding the SEOI requests form**
 - c. **22.05 We addressed this charge and left it to the department to determine**
 - d. **22.07 goes back to 22.04 as it is procedural language for Lidia**
 - e. **22.08 will talk about this today**
 - f. **22.09 We need to recode the "cannot judge" to be missing value, rather than a true score.**
 - g. **22.10 spring quarter charge**
 - h. **22.11 Consult Janet for committee procedures manual**
 - i. **Warren will create a report to update EC on charges**
4. EAC21.2201 Qualtrics survey submitted for approval to EC
 - a. **This is also where DEI is needed. Liane Pereira and Maureen Rust are ADI co-chairs**
5. EAC21-22.04 Specific tasks from Lidia
 - a. **Still need these.**
6. EAC21-22.02 Listening session -DEI needs to be contacted to come to next meeting
 - a. **This still needs to occur**
7. **EAC21.22.06** Discuss Appendix B – move to have department consider this, create language for departments
 - a. **Warren will create a report back to EC to recommend this item be dealt with at the department level to complete the charge.**
8. **EAC21.2208** Need to determine where this language is going in policy. Ask Terry Wilson if she has the finalized version of the language. Move language forward to EC for review.
9. Meeting adjourned at 1.45pm