Equal Employment Opportunity Plan
For Review and Adoption by Board of Trustees June 2024

TABLE OF CONTENTS

PREFACE

Purpose of EEO and Staff Diversity Plan

The Kern Community College District EEO and Staff Diversity Plan ("EEO Plan") guides the development, implementation, and monitoring of the District's efforts to foster equal employment opportunities and workplace diversity. This EEO Plan complies with and fulfills the District's legal responsibilities as set forth in applicable state and federal nondiscrimination statutes, Education Code section 87106(b) and the Board of Governors regulations on equal employment opportunity hiring.

An "Equal Employment Opportunity Plan" is a written document in which a California community college district's workforce is analyzed, and specific plans and procedures are set forth for ensuring equal employment opportunity. All districts are responsible for the preparation of an equal employment opportunity plan to be submitted and approved by the Chancellor's Office.

"Equal Employment Opportunity" means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment with the District. Equal employment opportunity should exist at all levels and in all job categories listed in section 53004(a) of Title 5. Ensuring equal employment opportunity also involves creating an environment that fosters cooperation, acceptance, democracy, and free expression of ideas and that is welcoming to all individuals.

Objectives of EEO and Staff Diversity Plan

The objectives of the District's EEO and Staff Diversity Plan are to:

- Address requirements for a complaint procedure for noncompliance with the Title 5 provisions relating to EEO programs and complaint procedures in instances of unlawful discrimination;
- Provide guidance to the District in its goal of achieving a diverse workforce;
- Provide sample forms to allow the user to visualize outcomes;
- Provide an analysis of whether monitored groups are underrepresented; and
- Provide procedures for dissemination of the EEO Plan.

PLAN COMPONENT 1: INTRODUCTION

The Kern Community College District (KCCD) is committed to providing an educational environment that fosters diversity, equity, and inclusion in all aspects of our organization that benefits the global community.

The Kern Community College District Equal Employment Opportunity and Staff Diversity Plan ("EEO Plan") was adopted by the governing board on June 13, 2024. The Plan reflects the District's commitment to equal employment opportunity and its recognition that a diverse and inclusive workforce serves the educational mission of the District to prepare students for success in a global society.

The EEO Plan provides the process the District will use to promote equal employment opportunity in its recruitment and hiring policies and practices, in conformance with the applicable title 5 regulations (section 53000 et seq.). The EEO Plan is intended to foster a working and learning environment that promotes diversity, inclusion, and equal employment opportunities for all qualified candidates. To properly serve a growing diverse population, the EEO Plan also reflects the District's commitment to take active and vigorous steps to ensure the District will recruit, hire, and retain faculty and staff who are sensitive to, and knowledgeable of, the needs of the continually changing and diverse student body and community it serves.

Steven Bloomberg (Jun 20, 2   6/13/2024

Chancellor

PLAN COMPONENT 2: DEFINITIONS

CCR, Title 5, § 53001

Adverse Impact

"Adverse impact" means a disproportionate negative impact to a group protected from discrimination pursuant to Government Code section 12940, arising from the effects of an employment practice as determined according to a valid statistical measure (such as those outlined in the Equal Employment Opportunity Commission's "Uniform Guidelines on Employee Selection Procedures").

The Equal Employment Opportunity Commission's "Uniform Guidelines on Employee Selection Procedures can be found on the United States Government Publishing Office's website at https://www.govinfo.gov/content/pkg/CFR-2017-title29-vol4/xml/CFR-2017-title29-vol4-part1607.xml

Anti-Racism

An "anti-racist" analysis views racism as structural and embedded into all societal structures. This means that all people are affected by racism and hold implicit bias which allows for the sustenance of racist structures (Oluo, 2019). Kendi (2019) stated that anti-racist ideas argue that "racist policies are the cause of racial inequities" (p. 20).

To be anti-racist is to see racial groups as equals in "all their apparent differences--that there is nothing right or wrong with any racial group" (Kendi, 2019, p. 20) and to advocate for changing the policies that produce inequities among racial groups.

This definition is from Anti-Racism Education in California Community Colleges Acknowledging Historical Context and Assessing and Advancing Effective Anti-Racism Practices for Faculty Professional Development (Adopted at ASCCC Fall Plenery 2020)

Cultural Proficiency

"Cultural Proficiency" involves successful teaching and other interactions with students and colleagues from a variety of cultures. It requires a contextual understanding that numerous social and institutional dynamics, including the effects of inequities, affect how students have been taught and treated, and translates that understanding to the removal of barriers to student success.

Culture

"Culture" refers to shared characteristics within a group or society: shared knowledge and beliefs, values, behavioral expectations, and principles widely used or recognized. Culture refers to much more than simply race and ethnicity.

Diversity

"Diversity" means a condition of broad inclusion in an employment environment that offers equal employment opportunity for all persons. The achievement of diversity within a workforce requires the presence, respectful treatment, and inclusion of individuals from a wide range of ethnic, racial, age, national origin, religious, gender, gender identity, sexual orientation, disability and socio-economic backgrounds, in all aspects of the workplace.

Equal Employment Opportunity

"Equal employment opportunity" ("EEO") means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment with the District. Equal employment opportunity should exist at all levels, in all job categories. Equal employment opportunity also involves:

1. (1) identifying and eliminating barriers to employment that are not job related, such as reliance on preferred job qualifications that do not reasonably predict job performance;
2. (2) updating job descriptions and/or job announcements to reflect accurately the knowledge, skills and abilities of the position, including a commitment to equity; and
3. (3) creating an environment which fosters cooperation, acceptance, democracy, and free expression of ideas, and is welcoming to all persons free from discrimination related to the categories protected by Government Code section 12940.

Equal Employment Opportunity Plan

An "equal employment opportunity plan" ("EEO plan") is a written document that describes the District's EEO program. The District 's EEO plan shall include: 1) analysis of the District's work force; and 2) descriptions of the District's program and strategies, informed by the District's work force analysis, that it is implementing or will implement, to promote equal employment opportunity.

Equal Employment Opportunity Programs

An "equal employment opportunity program" refers to the combination of District strategies implemented to promote equal employment opportunity. Such programs should be informed by the District's longitudinal workforce and applicant analyses.

Gender

"Gender" is separate from 'sex', which is the biological classification of male or female based on physiological and biological features. Gender is socially constructed roles, behavior, activities, and attributes that society considers "appropriate" for men and women. A person's gender may not necessarily correspond to their birth assigned sex or be limited to the gender binary (woman/man).

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/Communications/vision-for- success/8-dei-glossary-of-terms.pdf

Gender Identity

"Gender identity" one's internal sense of being a man, woman, both, in between, or outside of the gender binary which may or may not correspond with sex assigned at birth. Gender identity is internal and personally defined, it is not visible to others, which differentiates it from gender expression (i.e., how people display their gender to the world around them).

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/dei/deia-glossay-of-terms-a11y.pdf?la=en&hash=1ED136C5076EA9921F4DEA61146A8495A2B0C74D

Implicit Bias
"Implicit Bias" is Bias that results from the tendency to process information based on unconscious associations and feelings, even when these are contrary to one's conscious or declared beliefs.

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/dei/deia-glossay-of-terms-a11y.pdf?la=en&hash=1ED136C5076EA9921F4DEA61146A8495A2B0C74D

In-house or Promotional Only
"In-house or promotional only" hiring means that only existing District employees are eligible for a position.

Job Categories
"Job categories" includes executive/administrative/managerial, faculty and other instructional staff, professional non-faculty, secretarial/clerical, technical and paraprofessional, skilled crafts, and service and maintenance.

Microaggressions
"Microaggressions" are brief and commonplace daily verbal, behavioral and environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory or negative racial slights and insults that potentially have harmful or unpleasant psychological impact on the target person or group.

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/dei/deia-glossay-of-terms-a11y.pdf?la=en&hash=1ED136C5076EA9921F4DEA61146A8495A2B0C74D

Monitored Group
"Monitored group" means the groups for which the District must provide demographic data pursuant to Title 5, section 53004.

Person with a Disability
"Person with a disability" means any person who:

- has a physical or mental impairment as defined in Government Code section 12926 which limits one or more of such person's major life activities; or
- has a record of such an impairment; or
- is regarded as having such an impairment.

A "person with a disability" is "limited" if the condition makes the achievement of the major life activity difficult.

Race
"Race" is a social construct that artificially divides people into distinct groups based on characteristics such as physical appearance (particularly skin color), cultural affiliation, cultural history, ethnic classification, and the social, economic and political needs of a society at a given period of time. There are no distinctive genetic characteristics that truly distinguish between

groups of people. Race presumes human worth and social status for the purpose of establishing and maintaining privilege and power. Race is independent of ethnicity.

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/dei/deia-glossay-of-terms-a11y.pdf?la=en&hash=1ED136C5076EA9921F4DEA61146A8495A2B0C74D

Racism
"Racism" is the power to isolate, separate and exploit others on the basis of race. Racism refers to a variety of practices, beliefs, social relations, and phenomena that work to reproduce a racial hierarchy and social structure that yield superiority, power, and privilege for some, and discrimination and oppression for others. It can take several forms, including representational, ideological, discursive, interactional, institutional, structural, and systemic. Racism exists when ideas and assumptions about racial categories are used to justify and reproduce a racial hierarchy and racially structured society that unjustly limits access to resources, rights, and privileges on the basis of race.

The California Community College Chancellor's Office definition can be found on the CCCCO website's DEIA Glossary of terms https://www.cccco.edu/-/media/CCCCO-Website/Files/dei/deia-glossay-of-terms-a11y.pdf?la=en&hash=1ED136C5076EA9921F4DEA61146A8495A2B0C74D

Reasonable Accommodation
"Reasonable accommodation" means the efforts made on the part of the District in compliance with Government Code section 12926.

Additionally, efforts made on the part of the District to afford disabled applicants' access to the job application process and allow disabled employees to perform the essential functions of their positions, consistent with the District's legal obligations under the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA).

Screening or Selection Procedure
"Screening or selection procedure" means any measure, combination of measures, or procedure used as a basis for any employment decision. Selection procedures include the full range of assessment techniques, including performance tests, physical, educational, and work experience requirements, interviews, application reviews, reference checks, and similar techniques. Screening and selection procedures shall also include consideration of equivalencies pursuant to Title 5 sections 53023 and 53430 and applicant pool review pursuant to Title 5 section 53023.

Sex
"Sex" is the biological classification of male or female based on physiological and biological features. A person's sex may differ from their gender identity.

Sexual Orientation
"Sexual orientation" is a part of individual identity that includes "a person's sexual and emotional attraction to another person and the behavior and/or social affiliation that may result from this attraction" (APA, 2015a, p. 862).

Underrepresented Group

"Underrepresented group" means any monitored group for which the percentage of persons from that group employed by the District in any job category is below eighty percent (80%) of the projected representation for that group in the job category in question.

Transgender

"Transgender" is an umbrella term for people whose gender identity and/or expression is different from cultural expectations based on the sex they were assigned at birth. Being transgender does not imply any specific sexual orientation.

PLAN COMPONENT 3: POLICY STATEMENT

CCR, Title 5, § 51200, 51201, & 53002
[See also KCCD Board Policy 7100]

The District will strive to maintain a workplace that welcomes individuals from all such groups, appreciates the contributions of individuals from diverse backgrounds, and understands that diversity and inclusivity foster cooperation, acceptance, democracy, workplace safety, and the free expression of ideas essential to a robust academic community and the preparation of students for success in a global society. The District understands and reflects in this Equal Employment Opportunity Plan that the maintenance of a diverse and inclusive work and educational environment is an on-going process that requires sustained effort.

It shall be the policy of the Kern Community College District all qualified applicants and employees have equal opportunity to seek, obtain, hold, and advance in employment in the District, and are not subjected to discrimination on the basis of race, ethnic group identification, culture, socioeconomic level, color, national origin, immigration status, religious preference, age, disability (physical and mental), ancestry, sexual orientation, sex, gender identity or expression, military or veteran status, pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), genetic information, or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District is committed to the principles of equal employment opportunity and will implement a comprehensive program to put these principals into practice. This EEO Plan shall also be reviewed annually and updated to ensure compliance and to ensure the implementation of up-to-date equal employment opportunity practices that conform to federal and state laws.

PLAN COMPONENT 4: IDENTIFICATION OF DISTRICT OFFICER WITH DELEGATED RESPONSIBILITY AND AUTHORITY TO IMPLEMENT AND ENFORCE THE EEO PLAN

CCR, Title 5, §§ 53003(c)(3) and 53020

It is the goal of Kern Community College District that all employees promote and support equal employment opportunity because such a goal requires a commitment and a contribution from every segment of the District. The general responsibilities for the prompt and effective implementation of this EEO Plan are set forth below.

Governing Board

The Kern CCD Board of Trustees is ultimately responsible for proper implementation of the District's EEO Plan at all levels of District and college operation, and for ensuring equal employment opportunity as described in the EEO Plan. The KCCD Board of Trustees assumes overall responsibility for the success of the District's effort to achieve equal employment opportunity and provides a supportive environment free of cultural bias for all staff and students.

The Governing Board is responsible for adopting an EEO Plan that is in compliance with the provisions of the California Code of Regulations. Further, the Board of Trustees will oversee the Chancellor's responsibility to ensure the EEO Plan shall:

- Be developed in collaboration with the District's Equal Employment Advisory Committee;
- Be reviewed and adopted at a regular meeting of the Board of Trustees where it is agendized as a separate action item;
- Cover a period of 3 years, after which a new or revised EEO Plan shall be adopted; and
- Be submitted to the State Chancellor's Office at least 90 days prior to its adoption. Comments received from the Chancellor's Office on the proposed EEO Plan must be presented to the governing board prior to adoption.

Chancellor

The Board of Trustees delegates to the Chancellor the responsibility for ongoing implementation of the EEO Plan and for providing leadership in supporting the District's equal employment opportunity policies and procedures. The Chancellor shall advise the Board of Trustees concerning statewide policy emanating from the Board of Governors of the California Community Colleges and direct the publication of an annual report on EEO Plan implementation. The Chancellor shall evaluate the performance of all administrators who report directly to him/her on their ability to follow and implement the EEO Plan.

District Equal Employment Opportunity Officer

The District has designated the Vice Chancellor of Human Resources as its District Equal Employment Opportunity Officer who is responsible for the day-to-day implementation of the EEO Plan. If the designation of the District Equal Employment Opportunity Officer changes before this EEO Plan is next revised, the District will notify employees and applicants for employment of the new designee.

The District Equal Employment Opportunity Officer is responsible for administering, implementing, and monitoring the EEO Plan and for assuring compliance with the requirements of Title 5, sections 53000 et seq. The District Equal Employment Opportunity Officer is also responsible for receiving complaints described in EEO Plan component 6 of this EEO Plan and for ensuring that applicant pools and selection procedures are properly monitored.

College Equal Employment Opportunity Officer

The District has designated the College Human Resource Administrators as the equal employment opportunity officers for their respective assigned colleges, who are responsible for the day-to-day implementation of the EEO Plan at each college. The College Equal Employment Opportunity Officer is responsible for administering, implementing, and monitoring the EEO Plan and for assuring compliance with the requirements of Title 5, sections 53000 et seq. The College Equal Employment Opportunity Officer is also responsible for receiving complaints at their assigned colleges described in Plan Component 6 of this EEO Plan and for ensuring that applicant pools and selection procedures are properly monitored. All College Equal Employment Opportunity Officers shall report to the District Equal Employment Opportunity Officer.

Equal Employment Opportunity District Advisory Committee

The District has established an Equal Employment Opportunity District Advisory Committee to act as an advisory body to the District Equal Employment Opportunity Officer and the District as a whole to promote understanding and support of equal employment opportunity policies and procedures. The Equal Employment Opportunity District Advisory Committee assists in the development and implementation of the EEO Plan in compliance with state and federal regulations and guidelines, monitors equal employment opportunity progress, and provides suggestions for EEO Plan revisions as appropriate.

Agents of the District

Any organization or individual, whether or not an employee of the District, who acts on behalf of the governing board regarding the recruitment and screening of personnel, is an agent of the District and is subject to all the requirements of this EEO Plan.

Good Faith Effort

A good faith effort is one that is honest and taken with sincere intent. The District shall make a continuous good faith effort to comply with all the requirements of its EEO Plan.

PLAN COMPONENT 5: EEO DISTRICT ADVISORY COMMITTEE

CCR, Title 5, § 53005
[See also KCCD Board Policy 3420]

The District has established an Equal Employment Opportunity District Advisory Committee to assist the District in developing, revising, and implementing its Equal Employment Opportunity Plan and to advise the District on personnel matters relating to equal employment opportunities. The Equal Employment Opportunity District Advisory Committee will review staff availability data and other relevant data for the purpose of advising the District and assisting in its commitment and goals in achieving equal employment opportunities. The EEO Officer shall ensure the EEO District Advisory Committee and Board of Trustees is trained on equal employment compliance and the EEO Plan itself. Training opportunities will be provided through Equal Employment Opportunity and Diversity, Equity, Inclusion, and Accessibility conferences and professional development opportunities. The advisory committee and Board of Trustees shall receive training in all of the following:

- The requirements of this subchapter and of state and federal nondiscrimination laws;
- Identification and elimination of bias in hiring;
- The educational benefits of workforce diversity; and
- The role of the advisory committee in carrying out the District's EEO Plan.

This advisory committee shall be composed of a diverse membership. Composition of the Equal Employment Opportunity District Advisory Committee shall approximate a balance between District employees of all three colleges and District office from all stakeholder groups, including faculty, classified, staff, and students and shall include a diverse membership, including ethnic minorities, women, and persons with disabilities. Recruitment for the committee will be conducted via requests to college constituent groups and reviewed by Human Resources to ensure diversity.

The Committee shall meet a minimum of once in every calendar year, with additional meetings if needed to review EEO and diversity efforts, programs, policies, and progress. The committee will review the EEO Plan annually, and any revised EEO Plan will be submitted to the Chancellor's Office.

PLAN COMPONENT 6: COMPLAINTS

CCR, Title 5, §§ 53003(c)(4), 53026, and 59300 et seq.
[See also Kern CCD Administrative Policy 3435]

Complaints Alleging Violation of the EEO Regulations (Section 53026).
Any person may file a complaint alleging the District violated the Title 5's equal employment opportunity regulations (California Code of Regulations, Title 5, Section 53000 et seq.). Any person who wishes to file such a complaint should use the District's procedures for employment-related complaints, which are found in Board Policy 3435 and Administrative Procedure 3435).

The District may request, but shall not require a complainant to submit a complaint on the form prescribed by the Chancellor of the California Community Colleges. A copy of the form is available at each College's website.

A complainant must report a verbal complaint to the District's Vice Chancellor of Human Resources. A complainant should contact the Vice Chancellor of Human Resources, by phone at (661) 336-5141 or in person at 2100 Chester Avenue, Bakersfield, California 93301. The Vice Chancellor of Human Resources will record the verbal complaint in writing. The Vice Chancellor of Human Resources will take steps to ensure the writing accurately reflects the facts alleged by the complainant. Complaints must be filed with the Vice Chancellor of Human Resources unless the person submitting the complaint alleges a violation against the Vice Chancellor of Human Resources, in which case the complaint should be submitted directly to the District Chancellor.

A complete copy of the District's complaint procedure, Administrative Procedure 3435, can be found on the District's website at https://www.kccd.edu/board-trustees/board-policy.html.

While the District's procedures for receiving EEO complaints are the same as the procedures for receiving complaints of discrimination and harassment, depending on the nature of an EEO complaint, the procedures and timeline for processing such complaints may differ. The District will investigate EEO complaints within 90 days of receipt of a complaint to the EEO Officer/Vice Chancellor of Human Resources. The District may extend the timeline to complete the investigation for good cause and shall communicate with any complainant and respondent the estimated length of the extension. At the conclusion of the investigation, the Complainant will receive a notification of the outcome.

PLAN COMPONENT 7: NOTIFICATION TO DISTRICT EMPLOYEES

CCR, Title 5, § 53003(c)(5)

The commitment of the Board of Trustees and the Chancellor to equal employment opportunity is emphasized through the broad dissemination of its Equal Employment Opportunity Policy Statement and the EEO Plan.

The policy statement will be included in the college catalogs and class schedules. The EEO Plan and subsequent revisions will be distributed to the District's Board of Trustees, the Chancellor, administrators, the Presidents of the Academic and Classified Senates, Union Presidents, and members of the District Equal Employment Opportunity District Advisory Committee. The EEO Plan will be available on the District's website, and when appropriate, may be distributed by e-mail.

Each year, the District will provide all employees with a copy of the Board's Equal Employment Opportunity Policy Statement (located in Component 3 of this EEO Plan) and written notice summarizing the provisions of the District's EEO Plan. The Human Resources Department will provide all new employees a copy of the written notice described above when they commence their employment with the District. The annual notice will contain the following provisions:

1. The importance of the employee's participation and responsibility in ensuring the EEO Plan's implementation;
2. Copies of the EEO Plan are available on the District's public internet and intranet sites, the Office of the Chancellor/President, the Office of Human Resources, each department office including in every campus library; and
3. Information about where to find employee and student demographic dashboards.

PLAN COMPONENT 8: TRAINING FOR SCREENING COMMITTEES

CCR, Title 5, §§ 53003(c)(6) and 53020(c)
[See also KCCD Board Policy 7D1G4C and 7D1F1]

Any organization or individual, whether or not an employee of the District, who is involved in the recruitment screening, and/or selection of personnel shall receive appropriate training on the requirements of the Title 5 section 53000 et. seq. regulations on equal employment opportunity; the requirements of federal and state nondiscrimination laws; the educational benefits of workforce diversity; the elimination of bias in hiring decisions; the requirements of the District's Equal Employment Opportunity Plan; the District's policies on nondiscrimination, recruitment, and hiring; principles of diversity and cultural proficiency; the value of a diverse workforce; recognizing bias; and best practices in serving on a selection committee.

The District Equal Employment Opportunity Officer, or their relevant college equivalent, is responsible for ensuring that all individuals serving on a screening or selection committee receive the required training. Any individual, whether or not an employee of the District, who acts on behalf of the District with regard to recruitment and screening of applicants for employment, is subject to the equal employment opportunity requirements of Title 5 and the District's EEO Plan.

The strategic goals for the 2024-2027 EEO Plan will be to increase accountability with the composition of screening committees, enhance participation, and to enhance the training program for those serving on screening committees in order to ensure a diverse and inclusive workforce and to reflect feedback from participant surveys. To incentivize employees to attend the training again for recertification, a condensed version of the screening committee training will be developed for employees who are re-certifying.

All position requests will include a list of qualified employees to sit on the screening committee. These lists will address the diversity of the committee as well as the dates of last training. A diverse committee should include people who (1) represent the gaps in the department (described in Component 12) and/or (2) reflect the student populations the department serves. To assure committee diversity, it is the expectation under this EEO Plan, that homogeneous programs recruit screening committee members who meet the above.

An additional best practice when developing screening committees is to have student participation when applicable and students are properly trained. Screening committees should solicit volunteers from groups such as, but not limited to, the Student Government Association (SGA) and Student Organization members or students majoring in the discipline or area of hire, and other relevant student groups relevant to the new hire. Another important recommendation for screening committee composition is to seek members from outside the area, department, or discipline.

The committee will review methods to enhance participation such as engaging different groups from Academic Senate, Classified Senate, CCA Officers, CSEA Officers and the hiring manager to solicit volunteers. In addition, the committee will assess different incentives for those who complete screening committee training. Certificates are awarded to participants in screening committee training.

Thorough training has been developed. Training components include demographics on campus and in the local community, implicit bias, microaggressions, compliance, assessment of applicant's sensitivity to and understanding of diverse student population, and ethics violation processes. Surveys are conducted following each training session to assess the quality of the training and edits to the training are made in response to these surveys. Human Resources works with the EEO District Advisory Committee to develop and share their knowledge and experiences in order to maintain an up-to-date training program. Multiple trainers are available to provide the material for all Kern Community College District locations monthly. A person serving on a screening committee must have received training within the last 24 months. Certification is tracked via registration, attendance monitoring in virtual sessions, and updates in Ellucian Banner. This training is mandatory; individuals who have not received this training will not be allowed to serve on screening committees.

PLAN COMPONENT 9: ANNUAL WRITTEN NOTICE TO COMMUNITY AND PROFESSIONAL ORGANIZATIONS

CCR, Title 5, § 53003(c)(7)

Human Resources will provide annual written notice to appropriate community-based and professional organizations concerning the EEO Plan. The notice will inform these organizations that they may obtain a copy of the EEO Plan and shall solicit their assistance in identifying qualified candidates from diverse backgrounds.

The notice will include a summary of the EEO Plan and the Internet address where the District advertises its job openings with the names, departments, and phone numbers of individuals to call to obtain employment information. The District will actively seek and send by email a weekly list of job openings to institutions, organizations, and agencies that may be recruitment sources. The District will make every effort to identify new community-based and professional organizations. It will audit and revise its list a minimum of once a year. The District recognizes all Colleges have been designated as Hispanic-Serving Institutions; therefore, the District will strive to identify organizations that serve this group as well as other monitored groups. The District values equity, inclusion, diversity, and culturally responsive andragogy and will advertise its vacancies through diversity-focused channels.

A list of organizations that will receive this notice is attached to this EEO Plan in Appendix A.

PLAN COMPONENT 10: GATHERING INFORMATION AND PERIODIC LONGITUDINAL ANALYSIS OF THE DISTRICT'S EMPLOYEES AND APPLICANTS

CCR, Title 5, §§ 53003(c)(8), 53004, and 53006

The analysis is provided in Appendix B and exemplifies the manner in which future data will be analyzed.

The Analysis of District Workforce and Applicant Pools will identify underrepresented groups. Title 5 section 53004(b) states that for purposes of the data collection and report required pursuant to Title 5 section 53004(a), each applicant or employee shall be afforded the opportunity to self-identify their gender (including non-binary options), ethnic group identification and, if applicable, their disability. Monitored groups are men, women, non-binary, American Indians/Alaskan Natives, Asians or Pacific Islanders, Black/African-Americans, Hispanics/Latinos, Caucasians, and persons with disabilities.

The Human Resources Department will collect demographic data from employees and applicants upon hire and in the application process. In addition, it will identify the workforce availability for each group by analyzing external recruitment areas.

For the purpose of the analysis, all persons will be asked to designate the ethnic group with which they most closely identify; however, persons may designate multiple ethnicities. This information will be kept confidential and will be separated from the applications that are forwarded to the screening committee and hiring administrator(s).

The data collection will be done for each institution within the District, and those findings will be reported to the Chancellor annually. Additionally, every year, the EEO Plan will be reviewed during a regular meeting of the governing board and assess progress towards meeting EEO program goals. And, if necessary, revised based on the analysis of the ethnic group identification, gender or non-binary, and disability composition of existing staff and of those who have applied for employment in each of the following identified job categories:

- **Executive/Administrative/Managerial:** Those whose assignments require primary (and major) responsibility for management of the institution, or a customarily recognized department or subdivision thereof; including assignments requiring development of management policies or general business operations of the institution department, subdivision, etc. that requires incumbents to exercise discretion and independent judgment and to direct the work of others.
- **Faculty and other Instructional Staff:** Regular, contract, temporary, adjunct, and associate; those who hold academic-rank titles such as counselor, librarian, professor, associate professor, assistant professor, instructor, lecturer, healthcare, learning disabilities, DSPS or EOPS professionals, or the equivalent of any of these academic ranks.
- **Professional Non-faculty:** Those that perform academic support, student service, and institutional support activities whose assignments require either college graduation or experience of such kind, and amount as to provide a comparable background. This includes employees such as non-faculty librarians, accountants, human resources specialists, lawyers, and pharmacists.

- **Secretarial/Clerical:** Those whose assignments typically are associated with
- secretarial /clerical activities or have responsibility for internal and external communications, recording and retrieval of data and/or information, and other paperwork required in an office.
- **Technical and Paraprofessional:** Those whose assignments require specialized knowledge or skills which may be acquired through experience or academic work such as offered in many 2-year technical institutes, community colleges, or through equivalent on-the-job training. Include information technology staff who require and possess less than a bachelor's degree, operators, drafters, engineering aides, junior engineers, mathematical aides, photographers, radio operators, scientific assistants, technicians, instructional aides, lab assistants, vocational nurses, children's program assistants and specialists, reprographic technicians, athletic program assistants, athletic trainers, etc.
- **Skilled Crafts:** Those whose assignments typically require special manual skills and a thorough and comprehensive knowledge of the processes involved in the work, acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Include mechanics and repairers, electricians, stationary engineers, skilled machinists, upholsterers, carpenters, typesetters, and telecommunications technicians.
- **Service and Maintenance:** Those whose assignments require limited degrees of previously acquired skills and knowledge and in which workers perform duties which result in or contribute to the comfort, convenience and hygiene of personnel and the student body or which contribute to the upkeep and care of buildings, facilities, or grounds of the institutional property. Include chauffeurs, laundry and dry-cleaning operators, cafeteria and restaurant workers, truck drivers, bus drivers, garage laborers, custodial staff, gardeners and groundskeepers, refuse collectors, construction laborers, and security staff.

District Office/College Workforce Analysis EEO Data Collection Monitored Group Definitions

Gender Identification
The District requested employees to self-identify as Female, Male, or Non-Binary.

Race and Ethnicity Identification
The District requested that employees self-identify into the following ethnicity categories:

1. **Hispanic or Latinx:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
2. **White/Caucasian (Not Hispanic or Latino):** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
3. **Black/African American (Not Hispanic or Latino):** A person having origins in any of the original tribes/peoples of Africa.
4. **Asian or Other Pacific Islander (Not Hispanic or Latino):** A person having origins in any of the original peoples of the Far East, Southeast Asian, the Indian subcontinent, or the Pacific Islands. This category includes, for example, persons of Chinese, Japanese, Filipino, Korean, Vietnamese, Asian Indian, Hawaiian, Guamanian, Samoan, Laotian, and Cambodian descent.
5. **American Indian or Alaskan Native (Not Hispanic or Latino):** A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

The District will disaggregate the Asian category from one (1) Asian ethnic group identification to the following two (2) Asian ethnic group identifications:

1. **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
2. **Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

The District understands that some persons may identify with multiple ethnic groups, but they shall be counted in only one ethnic group for reporting purposes. All persons will be asked to designate the ethnic group with which he or she most closely identifies.

Disability Identification
The District requests that all employees self-identify their disability status, if any, by using the following definition, consistent with the Fair Employment and Housing Act:

1. "Disabled person" means any person who (1) has a physical or mental impairment which limits one or more of such person's major life activities, (2) has a record of such impairment, or (3) is regarded as having such impairment.
2. "Major life activities" means functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, talking, breathing, learning, and working.

EEO Data Collection Monitored Group Identification issue
The District shall make an effort to accurately capture this information during the application and onboarding process and encourages all persons to provide the above data but understands that this information is voluntarily collected and will not require employees to respond.

PLAN COMPONENT 11: A PROCESS FOR UTILIZING DATA TO DETERMINE WHETHER MONITORED GROUPS ARE UNDERREPRESENTED WITHIN DISTRICT JOB CATEGORIES

CCR, Title 5, §§ 53003(c)(9) and 53006

The Office of Human Resources will annually collect data from appropriate employment documents, the United States Census Bureau, and the District's electronic lifecycle system incorporated in the applicant tracking system to evaluate the District's progress in implementing its Equal Employment Opportunity Plan.

The District will annually report to the State Chancellor's Office the data for employees at each college in the District.

Within the parameters stated in Board Policy, the District will:

1. Review longitudinal databases and analyze recruitment, hiring, retention and promotion data over several years to identify when non-job-related factors result in the underrepresentation of a monitored group.
   a. Availability Analysis: The District will compare data of demographic groups with their expected representation to determine if there is underrepresentation.
   b. Adverse Impact Test: An adverse impact test will review the selection rate for demographic groups by comparing it to the groups with the highest selection rate.
2. Review recruitment methods to ensure quality and diversity are increased by targeting demographics that are underrepresented in each job category.
3. Evaluate screening and selection to monitor the validity of the process, ensuring standards and procedures are being followed.
4. Analyze committee composition to determine if diverse groups are being represented. Provide diversity training for screening committee members.
5. Periodically review policies and procedures to determine if they create potential barriers and contributing to these disparities based on data analysis.

PLAN COMPONENT 12: METHODS TO ADDRESS UNDERREPRESENTATION

CCR, Title 5, §§53003(c)(10)

Underrepresentation based on availability data.

Section 53003(c)(10) of Title 5 requires EEO Plans to identify steps to be taken if the analysis pursuant to Title 5 section 53003(c)(9) and Component 11 reveals underrepresentation of a monitored group.

Underrepresentation within the District's workforce and/or applicant pools. CCR, Title 5, §§ 53003(c)(9)

The District will review the information gathered pursuant to EEO Plan Component 10 to determine if underrepresentation of a monitored group may result from non-job-related factors in the employment process. For the purposes of EEO Plan Component 13, the phases of the employment process include, but are not limited to, recruitment, hiring, retention, and promotion. The information to be reviewed shall include, but need not be limited to:

1. Longitudinal analysis of data regarding job applicants, gathered pursuant to EEO Plan Component 10, to identify whether, over multiple job searches, a monitored group is disproportionately failing to move from the initial applicant pool to the qualified applicant pool;
2. Analysis of data regarding potential job applicants, which may indicate underrepresentation of a monitored group;
3. Analysis pursuant to Title 5 section 53003(c)(9) to determine whether the group is underrepresented;
4. Analysis of data collected from individual applicants and employees throughout the employment process about the process itself.

Where the above-described review identifies that a monitored group's underrepresentation may result from non-job-related factors in the employment process, additional measures designed shall be implemented to address the specific area of concern. These additional measures shall include the following:

1. Review its recruitment procedures and identify and implement any additional measures which might reasonably be expected to attract candidates from the underrepresented group.
2. Consider various other means of reducing the underrepresentation that do not involve taking monitored group status into account and implement any such techniques which are determined to be feasible and potentially effective. This includes developing networks between the District, the Colleges, community agencies, universities, and potential hires. Network means may include but are not limited to training, workshops, panel discussions, and expanding upon Bakersfield College's Aspire Fellowship model.
3. Determine whether the group is still underrepresented in the category or categories in question after the measures described in (1) and (2) have been in place a reasonable period of time; and

4. Consider the implementation of additional measures designed to promote diversity that are reasonably calculated to address the area of specific need. Various media recruitment materials will be created with input from Marketing and Human Resources for strategic outreach targeting the specified underrepresented candidates on relevant informational platforms.

Nothing in this EEO Plan Component shall be construed to prohibit the District from taking any other steps it concludes necessary to ensure equal employment opportunity, provided such actions are consistent with the requirements of federal and state constitutional and statutory nondiscrimination law. These steps may include:

1. Having the Equal Employment Opportunity Advisory Committee, in conjunction with appropriate Human Resources staff, review the District's recruitment procedures and make recommendations on modifications that would address the underrepresentation.

2. Increasing the advertising and recruitment budget for a three-year period to ensure that recruitment is broad and inclusive.

3. Actively monitoring the representation rate of each group which has been identified as being underrepresented in one or more categories. If underrepresentation persists for a particular group in the job category in question, after the measures described above have been in place for a period of at least three years, the District will:

   a. Review each locally established "required," "desired," or "preferred" qualification being used to screen applicants for positions in the job category to determine if it is job-related and consistent with business necessity through a process meeting the requirements of federal law.

   b. Discontinue the use of any locally established qualification that is not found to satisfy the requirements set forth in the previous paragraph.

   c. Analyze the feasibility of significantly increasing the recruitment budget for another three years.

PLAN COMPONENT 13: PROCESS FOR DEVELOPING AND IMPLEMENTING STRATEGIES THAT PROMOTE DIVERSITY

CCR, Title 5, §§ 53000, 53003(c)(9) and 53024.

The District is responsible for developing and implementing strategies designed to promote the diversity of its workforce at all levels and demonstrate the District's institutional commitment to diversity. This process shall include the components noted below. A breakdown of strategies to demonstrate the District's ongoing commitment to EEO/Employment Diversity can be found in Appendix C.

The District recognizes that multiple approaches are appropriate to fulfill its mission of ensuring equal employment opportunity, developing a diverse workforce, and creating an inclusive, equitable, and fair working and learning environment. Equal employment opportunity means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment with the District. Equal employment opportunity should exist at all levels and in all job categories. Ensuring equal employment opportunity also involves creating an anti-racist environment that fosters cooperation, acceptance, democracy, and free expression of ideas and is welcoming to all gender identities, persons with disabilities, and individuals from all ethnic and other groups protected from discrimination as per Title 5, section 53000 et seq.

The District shall actively promote, on an on-going basis, equal opportunity, workplace diversity and an inclusive work environment. The District shall also continuously monitor its progress in these areas.

The Vice Chancellor of Human Resources shall ensure that the specific steps that will be utilized by the District are identified and updated on a regular basis. These concrete steps may include any of the examples listed below, or other measures as identified and developed by the Equal Employment Opportunity District Advisory Committee in close consultation with the Vice Chancellor of Human Resources. In identifying and implementing strategies, the Vice Chancellor of Human Resources will:

1. Work closely with the EEO District Advisory Committee, as noted above.
2. Fund Campus programming of diversity dialogues, forums, and cross-cultural workshops both in-person and online through grants based on a rubric developed by the EEO District Advisory Committee.
3. Assure the EEO District Advisory Committee has access to resources necessary to conduct annual reviews of:
   a. District Hiring and Employee Retention Data
   b. Regional, State and National Best Practices in Hiring and Employee Retention
4. Support the EEO District Advisory Committee in the development of training to include:
   c. Demographics on campus and in local community
   d. Implicit Bias
   e. Micro-aggressions
   f. Compliance, with special emphasis on how to handle ethics violations
   g. Incorporate theory to address biases
5. Operate collaboratively and transparently with all stakeholders.

PLAN COMPONENT 14: PERSONS WITH DISABILITIES

CCR, Title 5, § 53025

Applicants and employees with disabilities shall receive reasonable accommodations consistent with the requirements of Government Code, sections 11135 et seq. and 12940(m); section 504 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act. Such accommodations may be paid for with funds provided pursuant to Title 5 section 53030.

Reasonable Accommodations

Applicants and employees with disabilities shall receive reasonable accommodations consistent with the requirements of Government Code, sections 11135 et seq. and 12940(m), section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. Such accommodations may include, but are not limited to, job site modifications, job restructuring, part-time work schedules, flexible scheduling, reassignment to a reasonably equivalent vacant position, adaptive equipment, and auxiliary aides such as readers, interpreters, and note takers.

The Vice Chancellor of Human Resources or designee is responsible for handling requests for accommodations from current employees, and from applicants seeking such accommodations during the application process. Requests from current employees can be made through requests submitted into the Human Resources Office.

Process

1. The District initiates the process for considering and providing reasonable accommodations any time an employee states a physical or mental limitation associated with performing their job duties to a management employee or any member of the Human Resources Department. The District initiates the process for any employee reporting an injury or illness with short or long-term physical or mental restrictions.
2. Upon notification of a physical or mental limitation impacting an employee's ability to perform their essential job functions, the Vice Chancellor of Human Resources, or designee, will request a Physician's Work Status Report or medical documentation completed by the employee's medical provider and stating any specific physical and/or mental limitations. The information provided by the medical provider will be kept confidential and separate from the employee's personnel file.
3. The Vice Chancellor of Human Resources, or designee, will schedule a meeting with the employee, their immediate supervisor, any other management employees with a business necessity to participate, and if desired, the employee's union representative. During the meeting, the Vice Chancellor of Human Resources, or designee, will facilitate a discussion of the employee's current limitations, the essential functions of the position, the impact of the information provided by the medical provider on the employee's ability to perform their essential functions, and potential accommodations to enable the employee to continue performing their essential functions. The meeting is meant to generate a range of potential accommodations whenever possible to allow the District and employee to mutually agree on a successful accommodation.
4. The result of the meeting, the specific accommodation to be provided or the absence of a reasonable accommodation, will be documented and signed by the employee, their manager, and the Vice Chancellor of Human Resources, or designee. The

agreed accommodation or absence of a reasonable accommodation will remain in effect until the employee reports the accommodation is inadequate, the date the medical provider stated the restrictions will end is reached, or when a subsequent evaluation results in an updated Physician's Work Status Report or medical documentation and revised work restrictions. When necessary, a follow up meeting will be held to determine the need for and/or updated accommodations.

5.   Employees may request a meeting at any time and the District will engage in the process in good faith with a mutual goal of providing a safe, healthy workplace for all employees. The District may elect to decline a request for a reasonable accommodation if the employee fails to provide a valid Physician's Work Status Report or medical documentation from a licensed medical provider.

APPENDIX A: ANNUAL WRITTEN NOTICE

Organizations for Annual Written Notice Per Plan Component 9

America Job Center (Kern River Valley and Mojave)	Kern County Hispanic Chamber of Commerce
American Association of University Women (AAUW)	Kern County Mental Health
Bakersfield ARC (Advocacy, Respect, and Community)	Kern County High School District
Bakersfield City School District	Latina Leadership Network
Bakersfield Chamber Commerce	Lamont Chamber Commerce
Bishop Chamber of Commerce	Mammoth Hospital
Bishop Paiute Tribe	Mammoth Lakes Chamber of Commerce
Bishop Sunrise Rotary	Mammoth Lakes Foundation
Burton Unified School District	Mammoth Mountain Community Foundation
CA Department of Rehabilitation	Mammoth Unified School District
CCC Registry	Mono County
City Arvin	Mono County Libraries
City of Bakersfield	Mono County Office of Education
City of Delano	Next Step Vocational
City of Lamont	Northern Inyo Healthcare District
City of Porterville	O.L.A. Raza
City of Shafter	Owens Valley Career Development Center
City of Taft	Parents, Families and Friends of Lesbians and Gays (PFLAG)
City Ridgecrest	Pathpoint
Comision Honorifica Mexicana Americana	Porterville Chamber of Commerce
Cole Vocational Services	Porterville Unified School District
Department of Human Services	Ridgecrest Chamber of Commerce
Eastern Sierra Foundation	Rotary Club of Mammoth Lakes
Ed Join	Sierra Employment Services
Family HealthCare Network	Journal of Blacks in Higher Education
Gay & Lesbian Alliance of the Central Coast (GALA)	Sierra View District Hospital
Center for Sexuality and Gender Diversity	Social Vocational Services
Goodwill Industries	Taft College Transition to Independent Living Program
Independent Living Center	Tejon Indian Tribe of California
Inside Higher Ed	Tule River Tribe of California
Inside Higher Ed Jobs (cal.jobs.ca.gov)	Kern County High School District
Inyo County	Latina Leadership Network
Inyo County Superintendent of Schools	Lamont Chamber Commerce
Kern County Black Chamber of Commerce	

APPENDIX B: HISTORICAL DEMOGRAPHIC DATA

CCR, Title 5, §§ 53003(c)(8), 53004, and 53006

Kern Community College District has attempted to ascertain if underrepresented groups exist within the District Workforce and if there is an adverse impact in the recruitment process that contributes to this. This model aligns with best practices across the state for community colleges. The availability analysis follows data modeling best practices from Shasta College EEO Plan and the US Department of Labor.

*This model was developed by Gregory Smith (Gregory Smith, US Department of Labor (multiple roles), 2004-2016, Director of Human Resources then Vice President of Administrative Services, Shasta College, 2016-2020, Vice Chancellor of Human Resources, San Diego CCD, 2020-2023, Chancellor, San Diego CCD, 2023-present)

Availability Analysis:

The District analyzed its workforce composition, applicant pools, qualified applicant pools, and hiring process phases to identify underutilization and barriers to greater workforce diversity in terms of race, ethnicity, and sex.

Underutilization was measured by creating a composite availability statistic for race, ethnicity, and sex combining the District's student population, local community, state of California, and United States demographics as follows:

Student Population with a weighted total of	60%
Local recruitment with a weighted total of	25%
The state of California with a weighted total of	10%
Nationally with a weighted total of	5%
Composite Availability	100%

The weights assigned reflect the District's prioritization on providing its students and community a representative workforce sharing similar perspectives, experiences, cultures, and conditions as a primary method for improving student success outcomes. The weights also acknowledge the need for more broad recruitment efforts to achieve a more diverse workforce.

Composite Availability
Once all data is gathered, the expected population availability is calculated by combining weighted population totals for each group, providing a composite of expected population availability.

The District recognizes the importance of student representation within its employees; therefore, student population has been prioritized and assigned the largest weight.

Methodology
Data from local recruitment, state, and national demographics were gathered from the Census Bureau. The District looked at metropolitan areas to determine local recruitment availability. Because Cerro Coso College's area is widespread, the demographic data used for

local recruitment availability of Cerro Coso College was based on Ridgecrest, California total census. Data for students and employees were gathered with a self-identification survey conducted at the time of onboarding of employees.

Measure of Data

The District analyzed demographic data using three measures: binomial exact, standard deviation (SD), and Shortfall (SF).

Binomial Exact: Calculates the probability of the demographic group meeting its expected availability.

(SD) Standard Deviation: Determines underutilizations, which is defined as a deviation of –2 and below. Groups that meet this definition will appear as "underutilized".

(SF) Short Fall: Shows the difference between availability expectancy and current totals.

*A positive standard deviation and negative shortfall indicate a group that is over-represented or employed at a higher rate than expected.

Bakersfield College Availability Analysis (2022)

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	All Employees, 2022	Student Population	1167	544	46.6%	25.3%	295	1.00	16.77	-249	
Black/African American	All Employees, 2022	Local Recruitment	1167	62	5.3%	5.2%	60	0.63	0.24	-2	
Hispanic or Latinx	All Employees, 2022	CA Statewide	1167	451	38.6%	60.6%	707	0.00	-15.32	256	Underutilized
Asian	All Employees, 2022	US National	1167	54	4.6%	4.5%	52	0.64	0.27	-2	
American Indian or Alaskan Native	All Employees, 2022		1167	7	0.6%	0.4%	4	0.93	1.33	-3	
Native Hawaiin/Pacific Islander	All Employees, 2022		1167	0	0.0%	1.3%	16	0.00	-3.97	16	Underutilized
Total Minority	All Employees, 2022		1167	574	49.2%	74.7%	872	0.00	-20.08	298	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	All Employees, 2022	Student Population	1167	665	57.0%	50.6%	590	1.00	4.37	-75	
Males	All Employees, 2022	Local Recruitment	1167	496	42.5%	48.3%	564	0.00	-3.99	68	Underutilized

Race:

An availability analysis of the total workforce, which includes all permanent employees and part time faculty, shows White/Caucasian employment exceeding identified availability by a significant margin. The expected projection for this group is 25.3%; however, based on the analysis, Bakersfield College utilization is 46.6%. Black/African American (5.3%), American Indian or Alaskan Native (0.6%), and Asian (4.6%) are within reasonable range of availability. Hispanic or Latinx employment falls below the identified availability by a significant margin, with current employees identified as Hispanic or Latinx accounting for 38.6% of employees. This is a significant finding, as race availability stands at 60.6%. Furthermore, Native Hawaiian or Pacific Islander falls below the identified availability by a smaller underutilized margin, with current employees identified as Native Hawaiian or Pacific Islander accounting for 0.0% of all

employees. The extent of the deviation is not far from the expected finding, as race availability stands at 1.3%As a result of this finding, the District is prioritizing over all recruitment efforts to increase the number of qualified Hispanic or Latinx and Native Hawaiian or Other Pacific Islander applicants for Bakersfield College in addition to all monitored groups.

Gender:

Examining the data for workforce across Bakersfield College, which includes all classifications, reveals males are underutilized with male employees accounting for 42.5% of all employees while the availability of males in the total workforce is 48.3%; however, females are employed at an adequate range for identified sex availability.

Subsequently, the District will prioritize over all recruitment efforts to increase the number of males in addition to all monitored groups.

II: Executive/Administrative

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Executive/Administrat	Student Population	122	41	33.6%	33.1%	40	0.59	0.12	-1	
Black/African American	Executive/Administrat	Local Recruitment	122	7	5.7%	4.9%	6	0.75	0.44	-1	
Hispanic or Latinx	Executive/Administrat	CA Statewide	122	59	48.4%	53.0%	65	0.18	-1.02	6	
Asian	Executive/Administrat	US National	122	9	7.4%	4.5%	5	0.95	1.54	-4	
American Indian or Alaskan Native	Executive/Administrat		122	0	0.0%	0.4%	0	0.61	-0.70	0	
Total Minority	Executive/Administrat		122	75	61.5%	66.9%	82	0.12	-1.28	7	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Executive/Administrat	Student Population	122	74	60.7%	48.4%	59	1.00	2.70	-15	
Males	Executive/Administrat	Local Recruitment	122	45	36.9%	50.5%	62	0.00	-3.00	17	Underutilized

Race:

An analysis of employees identified as Executive or Administration, shows that 33.6% have self-identified as White/Caucasian. The expected projection for this group is 33.1%. All race categories are within a reasonable range of availability with Black/African American at 5.7%, Asian at 7.4%, Hispanic or Latinx at 48.4%, and American Indian or Alaskan Native at 0.0%. As a result, the District is not prioritizing efforts likely to increase the number of qualified applicants from either group. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified American Indian or Alaskan Native applicants for Bakersfield College in addition to all monitored groups.

Gender:

Executive and Administration analysis note that females are employed within a reasonable range of the identified availability. However, males are underutilized with a reporting of 36.9% representation while the availability is 50.5%.

III. Academic:

Full-time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Academic - Full-time	Student Population	410	252	61.5%	35.2%	144	1.00	11.15	-108	
Black/African American	Academic - Full-time	Local Recruitment	410	17	4.1%	4.6%	19	0.38	-0.46	2	
Hispanic or Latinx	Academic - Full-time	CA Statewide	410	104	25.4%	50.1%	205	0.00	-10.00	101	Underutilized
Asian	Academic - Full-time	US National	410	16	3.9%	6.1%	25	0.03	-1.84	9	
American Indian or Alaskan Native	Academic - Full-time		410	3	0.7%	0.2%	1	0.99	2.26	-2	
Total Minority	Academic - Full-time		410	140	34.1%	64.8%	266	0.00	-13.01	126	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Academic - Full-time	Student Population	410	202	49.3%	52.2%	214	0.12	-1.20	12	
Males	Academic - Full-time	Local Recruitment	410	208	50.7%	46.7%	191	0.95	1.64	-17	

Part-Time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Academic - Part-time	Student Population	332	169	50.9%	35.2%	117	1.00	6.00	-52	
Black/African American	Academic - Part-time	Local Recruitment	332	26	7.8%	4.6%	15	1.00	2.79	-11	
Hispanic or Latinx	Academic - Part-time	CA Statewide	332	102	30.7%	50.1%	166	0.00	-7.05	64	Underutilized
Asian	Academic - Part-time	US National	332	18	5.4%	6.1%	20	0.36	-0.50	2	
American Indian or Alaskan Native	Academic - Part-time		332	2	0.6%	0.2%	1	0.96	1.52	-1	
Total Minority	Academic - Part-time		332	288	86.7%	64.8%	215	1.00	8.36	-73	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Academic - Part-time	Student Population	332	177	53.3%	52.2%	173	0.67	0.40	-4	
Males	Academic - Part-time	Local Recruitment	332	154	46.4%	46.7%	155	0.48	-0.11	1	

Race:

In the analysis of Faculty, Hispanic or Latinx are again identified as an underutilized group. Out of all job groups, Full time Faculty and Part time Faculty show the most significant finding of underutilization of Hispanic or Latinx. The expected projection for both Full time Faculty and Part time Faculty is 50.1%; however, based on the analysis, Bakersfield College's utilization is 25.4% for Full time Faculty and 30.7% for Part time Faculty. Notably, Faculty identifying as White/Caucasian have a significant difference in margin; 61.5% (Full time) and 50.9% (Part time) with an availability of 35.2%. Black/African American, Asian, and American Indian or Alaskan Native are within reasonable range of availability for both full time and part time faculty. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified Hispanic or Latinx applicants for Bakersfield College in addition to all monitored groups.

Gender:

Gender analysis for Full-time and Part-time Faculty note that males and females are employed within a reasonable range of the identified availability. As a result, the District is not prioritizing efforts likely to increase the number of qualified applicants from either group.

IV.   Classified:

Clerical/Secretarial:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Clerical/S	Student Population	97	36	37.1%	27.1%	26	0.99	2.22	-10	
Black/African American	Classified - Clerical/S	Local Recruitment	97	4	4.1%	5.3%	5	0.41	-0.52	1	
Hispanic or Latinx	Classified - Clerical/S	CA Statewide	97	53	54.6%	58.9%	57	0.23	-0.86	4	
Asian	Classified - Clerical/S	US National	97	4	4.1%	4.0%	4	0.65	0.06	0	
American Indian or Alaskan Native	Classified - Clerical/S		97	0	0.0%	0.4%	0	0.68	-0.62	0	
Total Minority	Classified - Clerical/S		97	61	62.9%	72.9%	71	0.02	-2.22	10	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Clerical/S	Student Population	97	81	83.5%	63.3%	61	1.00	4.13	-20	
Males	Classified - Clerical/S	Local Recruitment	97	15	15.5%	35.0%	34	0.00	-4.03	19	Underutilized

Professionals:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Profession	Student Population	60	14	23.3%	32.0%	19	0.09	-1.44	5	
Black/African American	Classified - Profession	Local Recruitment	60	3	5.0%	5.1%	3	0.63	-0.05	0	
Hispanic or Latinx	Classified - Profession	CA Statewide	60	39	65.0%	51.8%	31	0.99	2.05	-8	
Asian	Classified - Profession	US National	60	2	3.3%	6.4%	4	0.26	-0.96	2	
American Indian or Alaskan Native	Classified - Profession		60	0	0.0%	0.3%	0	0.84	-0.42	0	
Total Minority	Classified - Profession		60	44	73.3%	68.0%	41	0.85	0.89	-3	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Profession	Student Population	60	41	68.3%	54.8%	33	0.99	2.11	-8	
Males	Classified - Profession	Local Recruitment	60	19	31.7%	44.1%	26	0.03	-1.95	7	

Service/Maintenance:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Service/M	Student Population	54	11	20.4%	15.9%	9	0.86	0.89	-2	
Black/African American	Classified - Service/M	Local Recruitment	54	4	7.4%	4.4%	2	0.91	1.06	-2	
Hispanic or Latinx	Classified - Service/M	CA Statewide	54	35	64.8%	72.8%	39	0.12	-1.32	4	
Asian	Classified - Service/M	US National	54	0	0.0%	2.8%	1	0.22	-1.24	1	
American Indian or Alaskan Native	Classified - Service/M		54	1	1.9%	0.3%	0	0.99	2.11	-1	
Total Minority	Classified - Service/M		54	40	74.1%	84.1%	45	0.04	-2.01	5	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Service/M	Student Population	54	22	40.7%	42.6%	23	0.45	-0.27	1	
Males	Classified - Service/M	Local Recruitment	54	32	59.3%	56.4%	30	0.71	0.43	-2	

Skilled Crafts:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Skilled Cr	Student Population	3	1	33.3%	25.8%	1	0.84	0.30	0	
Black/African American	Classified – Skilled Cr	Local Recruitment	3	0	0.0%	4.2%	0	0.88	-0.36	0	
Hispanic or Latinx	Classified – Skilled Cr	CA Statewide	3	2	66.7%	63.1%	2	0.75	0.13	0	
Asian	Classified – Skilled Cr	US National	3	0	0.0%	2.8%	0	0.92	-0.29	0	
American Indian or Alaskan Native	Classified – Skilled Cr		3	0	0.0%	0.3%	0	0.99	-0.10	0	
Total Minority	Classified – Skilled Cr		3	2	66.7%	74.2%	2	0.59	-0.30	0	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Skilled Cr	Student Population	3	1	33.3%	34.9%	1	0.72	-0.06	0	
Males	Classified – Skilled Cr	Local Recruitment	3	2	66.7%	64.0%	2	0.74	0.10	0	

Technical/Paraprofessional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Technical	Student Population	89	20	22.5%	24.3%	22	0.39	-0.41	2	
Black/African American	Classified – Technical	Local Recruitment	89	2	2.2%	5.5%	5	0.13	-1.35	3	
Hispanic or Latinx	Classified – Technical	CA Statewide	89	57	64.0%	58.8%	52	0.87	1.01	-5	
Asian	Classified – Technical	US National	89	5	5.6%	6.1%	5	0.54	-0.18	0	
American Indian or Alaskan Native	Classified – Technical		89	1	1.1%	0.4%	0	0.94	0.97	-1	
Total Minority	Classified – Technical		89	65	73.0%	75.7%	67	0.32	-0.58	2	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Technical	Student Population	89	67	75.3%	58.9%	52	1.00	3.15	-15	
Males	Classified – Technical	Local Recruitment	89	21	23.6%	40.0%	36	0.00	-3.16	15	Underutilized

Race:
An analysis of Classified employees including Clerical/Secretarial, Service/Maintenance, Skilled Crafts and Technical/Paraprofessional shows all race groups, Black/African American (2.2%), Hispanic or Latinx (64.0%), Asian (5.6%), and American Indian or Alaskan Native (1.1%), are within a reasonable range of availability. However, the Total Minority availability has been underutilized in Clerical/Secretarial, reporting at 62.0% with availability at 72.9%, and Service/Maintenance, reporting at 74.1% with availability at 84.1%. Therefore, the District will prioritize recruitment for these job categories for all monitored groups.

Gender:
Similarly, Classified employees are within a reasonable range of gender availability in the majority of categories. Only the categories of Clerical/Secretarial and Technical/Paraprofessional fall short in reaching the total availability of male utilization. Clerical/Secretarial male availability is 35.0% while reporting shows utilization at 15.5%. Furthermore, Technical/Paraprofessional male availability is 40.0% with only a 23.6% utilization.

Cerro Coso College Availability Analysis (2022)

*Note: Cerro Coso Community College spans across widely separated desert, mountain, and valley communities within a sweeping 18,000-mile, four-county region of eastern California. For this reason, there is no Metropolitan area assigned. Because the majority of the service area falls in Kern County, Kern County was used for availability analysis data.

I. All Employees:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	All Employees, 2022	Student Population	270	169	62.6%	35.8%	97	1.00	9.17	-72	
Black/African American	All Employees, 2022	Local Recruitment	270	14	5.2%	6.8%	18	0.17	-1.08	4	
Hispanic or Latinx	All Employees, 2022	CA Statewide	270	42	15.6%	46.7%	126	0.00	-10.26	84	Underutilized
Asian	All Employees, 2022	US National	270	9	3.3%	4.5%	12	0.22	-0.94	3	
American Indian or Alaskan Native	All Employees, 2022		270	2	0.7%	1.1%	3	0.40	-0.62	1	
Native Hawaiin/Pacific Islander	All Employees, 2022		270	0	0.0%	0.4%	1	0.36	-1.01	1	
Total Minority	All Employees, 2022		270	67	24.8%	64.2%	173	0.00	-13.48	106	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	All Employees, 2022	Student Population	270	158	58.5%	50.4%	136	1.00	2.67	-22	
Males	All Employees, 2022	Local Recruitment	270	112	41.5%	48.6%	131	0.01	-2.35	19	Underutilized

Race:

An analysis of the total workforce, which included all permanent employees and part time faculty, shows White/Caucasian employment exceeds identified availability by a significant margin. The expected projection for this group is 35.8%; however, based on the analysis, Cerro Coso's utilization is 62.6%. However, the analysis shows the college is within the employment margins for most groups identified (Black/African American, 5.2%, Asian, 3.3%, American Indian or Alaskan Native, 0.7%, and Native Hawaiian/Pacific Islander, 0.0%). However, Hispanic or Latinx employment falls below the identified availability by a significant margin, with current employees identified as Hispanic or Latinx accounting for 15.6% of employees. This is a significant finding, as availability stands at 46.7%. As a result of this finding, the District is prioritizing over all recruitment efforts to increase the number of qualified Hispanic or Latinx applicants for Cerro Coso Community College in addition to all monitored groups.

Gender:

Examination of the data for workforce across Cerro Coso Community College, which includes all classifications, reveals that males are underutilized when compared to the availability of the total population with employees identifying as male representing 41.5% of all employees, but the availability of males stands at 48.6%. Females are employed at an adequate range for identified sex availability.

II. Executive Administration:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Executive Administrat	Student Population	25	17	68.0%	43.6%	11	1.00	2.46	-6	
Black/African American	Executive Administrat	Local Recruitment	25	1	4.0%	6.6%	2	0.50	-0.52	1	
Hispanic or Latinx	Executive Administrat	CA Statewide	25	3	12.0%	39.1%	10	0.00	-2.78	7	Underutilized
Asian	Executive Administrat	US National	25	1	4.0%	4.5%	1	0.68	-0.13	0	
American Indian or Alaskan Native	Executive Administrat		25	0	0.0%	1.2%	0	0.74	-0.55	0	
Total Minority	Executive Administrat		25	5	20.0%	56.4%	14	0.00	-3.67	9	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Executive Administrat	Student Population	25	19	76.0%	48.3%	12	1.00	2.78	-7	
Males	Executive Administrat	Local Recruitment	25	6	24.0%	50.8%	13	0.01	-2.68	7	Underutilized

Race:
An analysis of employees identified as Executive/Administration, shows an underutilization of Hispanic or Latinx employees with the percentage reported as 12.0% and the availability as 39.1%. The remaining groups: White/Caucasian, Black/African American, Asian, American Indian or Alaskan Native are identified within reasonable range of availability. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified Hispanic or Latinx applicants for Cerro Coso Community College in addition to all monitored groups.

Gender:
Examining the workforce data for Executive/Administration across Cerro Coso College, reveals males are underutilized with the actual percentage at 24.0% and the availability percentage at 50.8%. Females are employed at an adequate range for identified sex availability.

III.   Academic:

Full-Time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Admin	Student Population	25	17	68.0%	42.9%	11	1.00	2.54	-6	
Black/African American	Admin	Local Recruitment	25	1	4.0%	7.6%	2	0.43	-0.67	1	
Hispanic or Latinx	Admin	CA Statewide	25	3	12.0%	39.8%	10	0.00	-2.84	7	Underutilized
Asian	Admin	US National	25	1	4.0%	3.0%	1	0.83	0.30	0	
American Indian or Alaskan Native	Admin		25	0	0.0%	1.4%	0	0.71	-0.59	0	
Total Minority	Admin		25	5	20.0%	57.1%	14	0.00	-3.75	9	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Admin	Student Population	25	19	76.0%	55.1%	14	0.99	2.10	-5	
Males	Admin	Local Recruitment	25	6	24.0%	44.0%	11	0.03	-2.01	5	Underutilized

Part-Time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Part-time Faculty	Student Population	102	69	67.6%	45.7%	47	1.00	4.44	-22	
Black/African American	Part-time Faculty	Local Recruitment	102	9	8.8%	6.3%	6	0.89	1.05	-3	
Hispanic or Latinx	Part-time Faculty	CA Statewide	102	10	9.8%	36.2%	37	0.00	-5.55	27	Underutilized
Asian	Part-time Faculty	US National	102	1	1.0%	6.1%	6	0.01	-2.17	5	Underutilized
American Indian or Alaskan Native	Part-time Faculty		102	1	1.0%	4.5%	5	0.05	-1.70	4	
Total Minority	Part-time Faculty		102	21	20.6%	54.3%	55	0.00	-6.83	34	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Part-time Faculty	Student Population	102	60	58.8%	52.1%	53	0.93	1.37	-7	
Males	Part-time Faculty	Local Recruitment	102	42	41.2%	47.0%	48	0.14	-1.18	6	

Race:

In the analysis of employees identified as Faculty, Hispanic or Latinx are again identified as an underutilized group. The expected projection for both Full-time Faculty and Part time Faculty is 36.2%. Based on the analysis, we have found Cerro Coso Community College utilization to be 9.1% for Full time Faculty and 9.8% for Part-time Faculty. The remaining groups; White/Caucasian, Black/African American, Asian or Other Pacific Islander, American Indian or Alaskan Native are identified with in reasonable range availability for Full-time faculty. For Part-time faculty, the Asian job group is also underutilized evidenced in the table with a utilization of 1.0% while the expected utilization is 6.1%The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified Asian applicants for Part-time faculty and Hispanic or Latinx applicants for all faculty positions for Cerro Coso Community College in addition to all monitored groups.

Gender:

Examining the academic data across Cerro Coso Community College, reveals males and females are employed at an adequate range for identified sex availability. Subsequently, the District is not prioritizing its efforts in this area.

IV. Classified:

Clerical/ Secretarial:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Clerical/S	Student Population	26	13	50.0%	37.6%	10	0.93	1.30	-3	
Black/African American	Classified - Clerical/S	Local Recruitment	26	0	0.0%	7.0%	2	0.15	-1.40	2	
Hispanic or Latinx	Classified - Clerical/S	CA Statewide	26	7	26.9%	45.1%	12	0.05	-1.86	5	
Asian	Classified - Clerical/S	US National	26	1	3.8%	4.1%	1	0.72	-0.05	0	
American Indian or Alaskan Native	Classified - Clerical/S		26	0	0.0%	1.2%	0	0.74	-0.55	0	
Total Minority	Classified - Clerical/S		26	8	30.8%	62.4%	16	0.00	-3.32	8	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Clerical/S	Student Population	26	20	76.9%	63.1%	16	0.96	1.46	-4	
Males	Classified - Clerical/S	Local Recruitment	26	6	23.1%	35.9%	9	0.12	-1.37	3	

Professional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Profession	Student Population	6	2	33.3%	42.6%	3	0.49	-0.46	1	
Black/African American	Classified - Profession	Local Recruitment	6	0	0.0%	6.8%	0	0.65	-0.66	0	
Hispanic or Latinx	Classified - Profession	CA Statewide	6	3	50.0%	37.9%	2	0.85	0.61	-1	
Asian	Classified - Profession	US National	6	0	0.0%	6.4%	0	0.67	-0.64	0	
American Indian or Alaskan Native	Classified - Profession		6	0	0.0%	1.1%	0	0.94	-0.26	0	
Total Minority	Classified - Profession		6	3	50.0%	57.4%	3	0.51	-0.37	0	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Profession	Student Population	6	4	66.7%	54.6%	3	0.84	0.59	-1	
Males	Classified - Profession	Local Recruitment	6	2	33.3%	44.4%	3	0.45	-0.55	1	

Service/Maintenance:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified - Service/M	Student Population	15	5	33.3%	26.5%	4	0.82	0.60	-1	
Black/African American	Classified - Service/M	Local Recruitment	15	0	0.0%	6.1%	1	0.39	-0.99	1	
Hispanic or Latinx	Classified - Service/M	CA Statewide	15	4	26.7%	59.0%	9	0.01	-2.54	5	Underutilized
Asian	Classified - Service/M	US National	15	2	13.3%	2.8%	0	0.99	2.46	-2	
American Indian or Alaskan Native	Classified - Service/M		15	0	0.0%	1.1%	0	0.85	-0.40	0	
Total Minority	Classified - Service/M		15	6	40.0%	73.5%	11	0.01	-2.94	5	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Service/M	Student Population	15	2	13.3%	42.4%	6	0.02	-2.28	4	Underutilized
Males	Classified - Service/M	Local Recruitment	15	13	86.7%	56.7%	8	1.00	2.35	-5	

Skilled Crafts:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Skilled Cr	Student Population	1	1	100.0%	36.3%	0	1.00	1.32	-1	
Black/African American	Classified – Skilled Cr	Local Recruitment	1	0	0.0%	5.9%	0	0.94	-0.25	0	
Hispanic or Latinx	Classified – Skilled Cr	CA Statewide	1	0	0.0%	49.2%	0	0.51	-0.98	0	
Asian	Classified – Skilled Cr	US National	1	0	0.0%	2.8%	0	0.97	-0.17	0	
American Indian or Alaskan Native	Classified – Skilled Cr		1	0	0.0%	1.1%	0	0.99	-0.10	0	
Total Minority	Classified – Skilled Cr		1	0	0.0%	63.7%	1	0.36	-1.32	1	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Skilled Cr	Student Population	1	0	0.0%	34.7%	0	0.65	-0.73	0	
Males	Classified – Skilled Cr	Local Recruitment	1	1	100.0%	64.3%	1	1.00	0.75	0	

Technical/Paraprofessional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Technical	Student Population	29	18	62.1%	34.9%	10	1.00	3.07	-8	
Black/African American	Classified – Technical	Local Recruitment	29	1	3.4%	7.2%	2	0.37	-0.78	1	
Hispanic or Latinx	Classified – Technical	CA Statewide	29	9	31.0%	44.9%	13	0.09	-1.50	4	
Asian	Classified – Technical	US National	29	0	0.0%	6.1%	2	0.16	-1.38	2	
American Indian or Alaskan Native	Classified – Technical		29	0	0.0%	1.2%	0	0.70	-0.60	0	
Total Minority	Classified – Technical		29	10	34.5%	65.1%	19	0.00	-3.46	9	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Technical	Student Population	29	23	79.3%	58.7%	17	0.99	2.26	-6	
Males	Classified – Technical	Local Recruitment	29	6	20.7%	40.3%	12	0.02	-2.16	6	Underutilized

Race:

An analysis of Classified employees including clerical, professional, service/ maintenance, skilled crafts shows most groups, White/Caucasian, Black/African American, Hispanic or Latino, Asian or other Pacific Islander, and American Indian or Alaskan Native, are within a reasonable range of availability, apart from Service/Maintenance and Technical/Paraprofessional. Technical/Paraprofessional and Clerical/Secretarial have an underutilization of Total Minorities. Service/Maintenance has underutilized Hispanic or Latinx groups with an actual reporting of 26.7% and an availability of 59.0% District will be prioritizing these groups to increase qualified candidates in addition to all monitored groups.

Gender:

Classified employees have wider marginal differences in self-identified gender. Based on sex availability, we expect to see Service/Maintenance percentages consistent with 42.4% female and 56.7% male. However, only 13.3% in this category self-reported as female. Technical/ Paraprofessionals have an underutilization of men with male employees only making up 20.7% of this job group and females making up 79.3%. District will be prioritizing these groups to increase qualified candidates.

Porterville College Availability Analysis (2022)

I.   All Employees:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	All Employees, 202	Student Population	269	121	45.0%	23.4%	63	1.00	8.35	-58	
Black	All Employees, 202	Local Recruitment	269	8	3.0%	3.1%	8	0.56	-0.08	0	
Hispanic	All Employees, 202	CA Statewide	269	95	35.3%	66.1%	178	0.00	-10.66	83	Underutilized
Asian	All Employees, 202	US National	269	12	4.5%	3.9%	11	0.74	0.45	-1	
Native American	All Employees, 202		269	2	0.7%	0.7%	2	0.73	0.16	0	
NH/PI	All Employees, 202		269	0	0.0%	0.9%	2	0.08	-1.58	2	
Total Minority	All Employees, 202		269	117	43.5%	76.6%	206	0.00	-12.82	89	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	All Employees, 202	Student Population	269	151	56.1%	55.7%	150	0.58	0.15	-1	
Males	All Employees, 202	Local Recruitment	269	115	42.8%	43.4%	117	0.44	-0.22	2	

Race:

An analysis of the total workforce for Porterville College, which includes all permanent employees and part time faculty, shows White/Caucasian employment exceeds identified availability by a significant margin. The expected projection for this group is 23.4%; however, based on the analysis, Porterville College's utilization is 45.0%. Additionally, Hispanic or Latinx employment falls below the identified availability by a significant margin, with current employees identified as Hispanic or Latinx accounting for 35.3% of employees. This is a significant finding, as race availability stands at 66.1%. Black/African American (3.0), Asian (4.5%), Native Hawaiian/Pacific Islander (0.0%) and American Indian or Alaskan Native (0.7%) are within reasonable range of availability. As a result of this finding, the District is prioritizing over all recruitment efforts to increase the number of qualified Hispanic or Latinx applicants for Porterville College, in addition to all monitored groups.

Gender:

Examining the workforce data across Porterville College, which includes all classifications, reveals that males and females are employed at an adequate range for identified sex availability. Subsequently, the District is not prioritizing its efforts in this area.

II. Executive/Administration:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Executive/Administr	Student Population	24	10	41.7%	30.8%	7	0.91	1.16	-3	
Black	Executive/Administr	Local Recruitment	24	1	4.2%	2.0%	0	0.91	0.74	-1	
Hispanic	Executive/Administr	CA Statewide	24	11	45.8%	60.2%	14	0.11	-1.44	3	
Asian	Executive/Administr	US National	24	0	0.0%	3.6%	1	0.42	-0.94	1	
Native American	Executive/Administr		24	0	0.0%	0.8%	0	0.83	-0.43	0	
Total Minority	Executive/Administr		24	12	50.0%	69.3%	17	0.04	-2.04	5	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Executive/Administr	Student Population	24	12	50.0%	52.3%	13	0.49	-0.23	1	
Males	Executive/Administr	Local Recruitment	24	12	50.0%	46.8%	11	0.70	0.31	-1	

Race:

An analysis of Porterville College employees identified as Executive/Administration, shows all race categories are being reasonably utilized. However, in Total Minority representation, underutilization is occurring. Based on self-reporting, 50.0% of Executive/Administration at Porterville College identify as a monitored group. However, the expected availability is 69.3%. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified minority applicants for Porterville College.

Gender:

Executive and Administration analysis note that males and females are employed within a reasonable range of the identified availability. As a result, the District is not prioritizing efforts likely to increase the number of qualified applicants from either group.

III. Academic

Full-Time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Faculty - Full-time	Student Population	73	38	52.1%	33.8%	25	1.00	3.30	-13	
Black	Faculty - Full-time	Local Recruitment	73	2	2.7%	1.6%	1	0.89	0.80	-1	
Hispanic	Faculty - Full-time	CA Statewide	73	18	24.7%	57.3%	42	0.00	-5.64	24	Underutilized
Asian	Faculty - Full-time	US National	73	7	9.6%	4.4%	3	0.98	2.14	-4	
Native American	Faculty - Full-time		73	0	0.0%	0.5%	0	0.69	-0.61	0	
Total Minority	Faculty - Full-time		73	27	37.0%	66.2%	48	0.00	-5.28	21	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Faculty - Full-time	Student Population	73	46	63.0%	60.6%	44	0.71	0.43	-2	
Males	Faculty - Full-time	Local Recruitment	73	26	35.6%	38.5%	28	0.35	-0.51	2	

Part-Time Faculty:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Faculty - Part-time	Student Population	102	48	47.1%	33.8%	34	1.00	2.84	-14	
Black	Faculty - Part-time	Local Recruitment	102	4	3.9%	1.6%	2	0.98	1.91	-2	
Hispanic	Faculty - Part-time	CA Statewide	102	30	29.4%	57.3%	58	0.00	-5.69	28	Underutilized
Asian	Faculty - Part-time	US National	102	4	3.9%	4.4%	5	0.53	-0.25	1	
Native American	Faculty - Part-time		102	2	2.0%	0.5%	1	0.98	2.04	-1	
Total Minority	Faculty - Part-time		102	40	39.2%	66.2%	68	0.00	-5.77	28	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Faculty - Part-time	Student Population	102	50	49.0%	60.6%	62	0.01	-2.38	12	Underutilized
Males	Faculty - Part-time	Local Recruitment	102	52	51.0%	38.5%	39	1.00	2.58	-13	

Race:

In the analysis of employees identified as Faculty, Hispanic or Latino are again identified as an underutilized group. The expected projection for both Full time Faculty and Part time Faculty is 69%; however, based on the analysis, Porterville College's utilization is 19.4% for Full time Faculty and 21.7% for Part time Faculty. Notably, faculty identified as White or Caucasian have a significant difference in margin of 67.2% (Full time) and 55.8% (Part time), with an availability of 21.55%. Black/African American (0% full time, 4.7% part time) , Asian or Other Pacific Islander (4.5% full time, 4.7% part time), and American Indian or Alaskan Native (0% full time, 1.6% part time) are within reasonable range of availability. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified Hispanic or Latino applicants for Porterville College in addition to all monitored groups.

Gender:

Full time and Part time Faculty data shows males and females are employed within a reasonable range of the identified availability As a result, the District is not prioritizing efforts likely to increase the number of qualified applicants from either group.

I.   Classified:

Clerical/ Secretarial:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Classified - Clerical	Student Population	23	10	43.5%	23.8%	5	0.99	2.22	-5	
Black	Classified - Clerical	Local Recruitment	23	0	0.0%	2.7%	1	0.53	-0.80	1	
Hispanic	Classified - Clerical	CA Statewide	23	11	47.8%	66.5%	15	0.05	-1.90	4	
Asian	Classified - Clerical	US National	23	0	0.0%	3.6%	1	0.43	-0.92	1	
Native American	Classified - Clerical		23	0	0.0%	0.6%	0	0.86	-0.38	0	
Total Minority	Classified - Clerical		23	11	47.8%	76.2%	18	0.00	-3.20	7	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Clerical	Student Population	23	19	82.6%	64.1%	15	0.99	1.85	-4	
Males	Classified - Clerical	Local Recruitment	23	3	13.0%	34.3%	8	0.02	-2.15	5	Underutilized

Professional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Classified – Profess	Student Population	9	3	33.3%	29.3%	3	0.75	0.27	0	
Black	Classified – Profess	Local Recruitment	9	0	0.0%	2.2%	0	0.82	-0.45	0	
Hispanic	Classified – Profess	CA Statewide	9	4	44.4%	60.1%	5	0.26	-0.96	1	
Asian	Classified – Profess	US National	9	1	11.1%	4.9%	0	0.93	0.87	-1	
Native American	Classified – Profess		9	0	0.0%	0.6%	0	0.95	-0.24	0	
Total Minority	Classified – Profess		9	5	55.6%	70.7%	6	0.25	-1.00	1	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Profess	Student Population	9	5	55.6%	60.8%	5	0.50	-0.32	0	
Males	Classified – Profess	Local Recruitment	9	4	44.4%	38.3%	3	0.77	0.38	-1	

Service/ Maintenance:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Classified – Service	Student Population	12	4	33.3%	13.7%	2	0.98	1.97	-2	
Black	Classified – Service	Local Recruitment	12	0	0.0%	2.0%	0	0.78	-0.50	0	
Hispanic	Classified – Service	CA Statewide	12	8	66.7%	79.3%	10	0.22	-1.08	2	
Asian	Classified – Service	US National	12	0	0.0%	2.0%	0	0.79	-0.49	0	
Native American	Classified – Service		12	0	0.0%	0.6%	0	0.93	-0.26	0	
Total Minority	Classified – Service		12	8	66.7%	86.3%	10	0.07	-1.97	2	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Service	Student Population	12	2	16.7%	47.4%	6	0.03	-2.14	4	Underutilized
Males	Classified – Service	Local Recruitment	12	9	75.0%	51.7%	6	0.97	1.62	-3	

Skilled Crafts:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Classified – Skilled	Student Population	2	1	50.0%	23.3%	0	0.95	0.90	-1	
Black	Classified – Skilled	Local Recruitment	2	0	0.0%	1.6%	0	0.97	-0.18	0	
Hispanic	Classified – Skilled	CA Statewide	2	1	50.0%	69.8%	1	0.51	-0.61	0	
Asian	Classified – Skilled	US National	2	0	0.0%	2.0%	0	0.96	-0.20	0	
Native American	Classified – Skilled		2	0	0.0%	0.7%	0	0.99	-0.12	0	
Total Minority	Classified – Skilled		2	1	50.0%	76.7%	2	0.41	-0.90	1	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Skilled	Student Population	2	0	0.0%	40.1%	1	0.36	-1.16	1	
Males	Classified – Skilled	Local Recruitment	2	2	100.0%	59.0%	1	1.00	1.18	-1	

Technical/ Paraprofessional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White	Classified - Technic	Student Population	24	7	29.2%	22.9%	5	0.84	0.73	-2	
Black	Classified - Technic	Local Recruitment	24	1	4.2%	2.3%	1	0.90	0.61	0	
Hispanic	Classified - Technic	CA Statewide	24	12	50.0%	66.9%	16	0.06	-1.75	4	
Asian	Classified - Technic	US National	24	0	0.0%	4.8%	1	0.31	-1.09	1	
Native American	Classified - Technic		24	0	0.0%	0.6%	0	0.87	-0.37	0	
Total Minority	Classified - Technic		24	13	54.2%	77.1%	19	0.01	-2.68	6	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Technic	Student Population	24	17	70.8%	64.3%	15	0.81	0.67	-2	
Males	Classified - Technic	Local Recruitment	24	7	29.2%	34.8%	8	0.36	-0.58	1	

Race:

An analysis of Classified employees including Clerical/Secretarial, Professional, Service/ Maintenance, shows all job groups are within a reasonable range of population availability. However, Clerical/Secretarial and Technical/Paraprofessional groups underutilized Total Minority. The District will prioritize recruitment efforts for Total Minority groups in these job groups.

Gender:

Classified employees have a wider marginal difference in self-identified gender.

Clerical/Secretarial and Service/Maintenance job groups underutilized the availability of males and females respectively. Clerical/Secretarial utilized 13.0% while the availability was 34.3%. Service/Maintenance female utilization was 16.7% with the availability at 47.4%. These are underutilizations. District will be prioritizing those groups to increase qualified candidates.

District Office Availability Analysis (2022)

I.   All Employees:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	All Employees, 2022	Student Population	108	44	40.7%	28.1%	30	1.00	2.92	-14	
Black/African American	All Employees, 2022	Local Recruitment	108	7	6.5%	4.7%	5	0.87	0.89	-2	
Hispanic or Latinx	All Employees, 2022	CA Statewide	108	40	37.0%	58.0%	63	0.00	-4.41	23	Underutilized
Asian	All Employees, 2022	US National	108	7	6.5%	4.4%	5	0.90	1.05	-2	
American Indian or Alaskan Native	All Employees, 2022		108	0	0.0%	0.5%	1	0.55	-0.77	1	
Total Minority	All Employees, 2022		108	54	50.0%	71.9%	78	0.00	-5.06	24	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	All Employees, 2022	Student Population	108	56	51.9%	51.2%	55	0.59	0.14	-1	
Males	All Employees, 2022	Local Recruitment	108	51	47.2%	47.9%	52	0.48	-0.14	1	

Race:

An analysis of the District Office's total workforce, which includes all permanent employees, shows White/Caucasian employment exceeds identified availability by a significant margin. The expected projection for this group is 28.1%; however, based on the analysis, the District Office's utilization is 40.7%. Additionally, Hispanic or Latinx employment falls below the identified availability by a significant margin, with current employees identified as Hispanic or Latinx accounting for 37.0% of employees. This is a significant finding, as race availability stands at 58.0%. Black/African American (6.5%), Asian (6.5%), and American Indian or Alaskan Native (0.0%) are within reasonable range availability. As a result of this finding, the District is prioritizing over all recruitment efforts to increase the number of qualified Hispanic or Latinx applicants for the District Office in addition to all monitored groups.

Gender:

Examining the workforce data in the Kern Community College District Office, which includes all classifications, reveals that males and females are employed at an adequate ranges for identified sex availability. Subsequently, the District is not prioritizing its efforts in this area.

II.   Executive/Administration:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Executive/Administrat	Student Population	45	19	42.2%	35.9%	16	0.85	0.88	-3	
Black/African American	Executive/Administrat	Local Recruitment	45	5	11.1%	4.4%	2	0.99	2.19	-3	
Hispanic or Latinx	Executive/Administrat	CA Statewide	45	10	22.2%	50.4%	23	0.00	-3.78	13	Underutilized
Asian	Executive/Administrat	US National	45	4	8.9%	4.4%	2	0.95	1.46	-2	
American Indian or Alaskan Native	Executive/Administrat		45	1	2.2%	0.6%	0	0.97	1.44	-1	
Total Minority	Executive/Administrat		45	20	44.4%	64.1%	29	0.01	-2.75	9	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Executive/Administrat	Student Population	45	19	42.2%	49.0%	22	0.22	-0.92	3	
Males	Executive/Administrat	Local Recruitment	45	25	55.6%	50.1%	23	0.81	0.74	-2	

Race:
An analysis of employees identified as Executive or Administration shows similar findings to the "All Employee" analysis. This includes a larger margin when reviewing employees that have self-identified as White/Caucasian. The expected projection for this group is 35.9%; however, based on the analysis, the District Office utilization is 42.2%. Additionally, Hispanic or Latinx employment falls far below the identified availability by another significant margin of only 22.2%, with availability at 50.4%. Black/African American (11.1%), Asian (8.9%), and American Indian or Alaskan Native (2.2%) are within reasonable range of availability. The District is prioritizing its recruitment efforts by identifying candidates to increase the number of qualified Hispanic or Latinx applicants for District staff in addition to all monitored groups.

Gender:
Executive and Administration analysis note that males and females are employed within a reasonable range of the identified availability. As a result, the District is not prioritizing efforts likely to increase the number of qualified applicants from either group.

III.   Classified:

Clerical/Secretarial:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasian	Classified - Clerical/S	Student Population	22	6	27.3%	29.9%	7	0.50	-0.27	1	
Black/African American	Classified - Clerical/S	Local Recruitment	22	2	9.1%	4.8%	1	0.91	0.93	-1	
Hispanic or Latinx	Classified - Clerical/S	CA Statewide	22	13	59.1%	56.3%	12	0.68	0.26	-1	
Asian	Classified - Clerical/S	US National	22	1	4.5%	3.9%	1	0.79	0.15	0	
American Indian or Alaskan Native	Classified - Clerical/S		22	0	0.0%	0.6%	0	0.88	-0.36	0	
Total Minority	Classified - Clerical/S		22	16	72.7%	70.1%	15	0.68	0.27	-1	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Clerical/S	Student Population	22	20	90.9%	63.9%	14	1.00	2.64	-6	
Males	Classified - Clerical/S	Local Recruitment	22	2	9.1%	34.5%	8	0.01	-2.51	6	Underutilized

Professional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasian	Classified - Profession	Student Population	20	11	55.0%	34.9%	7	0.98	1.89	-4	
Black/African American	Classified - Profession	Local Recruitment	20	0	0.0%	4.7%	1	0.39	-0.99	1	
Hispanic or Latinx	Classified - Profession	CA Statewide	20	6	30.0%	49.2%	10	0.07	-1.71	4	
Asian	Classified - Profession	US National	20	2	10.0%	6.3%	1	0.87	0.68	-1	
American Indian or Alaskan Native	Classified - Profession		20	0	0.0%	0.5%	0	0.91	-0.31	0	
Total Minority	Classified - Profession		20	8	40.0%	65.2%	13	0.02	-2.36	5	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified - Profession	Student Population	20	7	35.0%	55.4%	11	0.05	-1.83	4	
Males	Classified - Profession	Local Recruitment	20	13	65.0%	43.7%	9	0.98	1.92	-4	

Service/ Maintenance:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Service/M	Student Population	3	0	0.0%	18.8%	1	0.54	-0.83	1	
Black/African American	Classified – Service/M	Local Recruitment	3	0	0.0%	4.0%	0	0.89	-0.35	0	
Hispanic or Latinx	Classified – Service/M	CA Statewide	3	3	100.0%	70.2%	2	1.00	1.13	-1	
Asian	Classified – Service/M	US National	3	0	0.0%	2.7%	0	0.92	-0.29	0	
American Indian or Alaskan Native	Classified – Service/M		3	0	0.0%	0.5%	0	0.99	-0.12	0	
Total Minority	Classified – Service/M		3	3	100.0%	81.3%	2	1.00	0.83	-1	

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Service/M	Student Population	3	1	33.3%	43.2%	1	0.60	-0.34	0	
Males	Classified – Service/M	Local Recruitment	3	2	66.7%	55.9%	2	0.83	0.37	0	

Technical/ Paraprofessional:

Race	Job Group	External Recruitment Area	Total Job Group Employees	Total Race Job Group Employees	% of Race Job Group Employees	Race Availability	Race Expected based on Availability	Binomial Exact	SD	SF	
White/Caucasion	Classified – Technical	Student Population	18	8	44.4%	27.2%	5	0.97	1.65	-3	
Black/African American	Classified – Technical	Local Recruitment	18	0	0.0%	5.0%	1	0.39	-0.98	1	
Hispanic or Latinx	Classified – Technical	CA Statewide	18	8	44.4%	56.2%	10	0.22	-1.01	2	
Asian	Classified – Technical	US National	18	0	0.0%	6.0%	1	0.33	-1.07	1	
American Indian or Alaskan Native	Classified – Technical		18	0	0.0%	0.6%	0	0.89	-0.34	0	
Total Minority	Classified – Technical		18	8	44.4%	72.8%	13	0.01	-2.71	5	Underutilized

Sex	Job Group	External Recruitment Area	Total Job Group Employees	Total Sex Job Group Employees	% of Sex Job Group Employees	Sex Availability	Sex Expected based on Availability	Binomial Exact	SD	SF	
Females	Classified – Technical	Student Population	18	9	50.0%	59.5%	11	0.28	-0.82	2	
Males	Classified – Technical	Local Recruitment	18	9	50.0%	39.6%	7	0.87	0.90	-2	

Race:
An analysis of Classified employee including Clerical, Service/Maintenance, and Technical/Paraprofessional shows all job groups are within a reasonable range of availability. Professional and Technical/Paraprofessional, two larger job groups, have an underutilization of Total Minority with 40% and 44.4% representation, respectively. This is an underutilization as projected race availability is 65.2% and 72.8%. Black/African American, Asian, and American Indian or Alaskan Native are within reasonable range. District will be prioritizing aforementioned groups to ensure an increase in qualified candidates in addition to all monitored groups.

Gender:
Classified employees have a wider marginal difference in self-identified gender. The Clerical/Service job group has an underutilization of males, with 34.5% male and 63.9% female. District will be prioritizing these groups to increase qualified candidates.

Adverse Impact Analysis:

The District looked at the composition of recruitment pools and compared the rate of hires in each demographic group based on EEO job categories. The analysis was used to determine if there was an adversely impacted group. An adverse impact occurs when the selection rate for any group is less than 4/5ths of the selection rate for the highest group. In the analysis this group is labeled as "Best Group Hire" and is used as the standard of comparison for other groups.

Methodology: Data for recruitment pools was gathered with self-identifications survey as specified in Plan Component 11 of the EEO Plan.

Measure of Data: The analysis looked at 3 areas: binomial exact, standard deviation (SD), and Shortfall (SF).

Binomial Exact: Calculates the probability of the demographic group meeting its expected availability by looking at total hires and the total demographic applicants compared to Best Group Hire. In this analysis, groups that fall below 0.05 are designated as having significant difference and labeled as yes in "Binomial Exact Disparity".

(SD) Standard Deviation: "Disparities" is defined as a deviation of −2 or lower in our analysis. Groups that fall −2 and below are labeled as yes in the "SD Disparity".

(SF) Short Fall: Shows the difference between expectancy and current totals.

The veteran status question was disabled during this time. This is reflected in the tables below through a system error.

Adverse Impact - Hiring Analysis - KernCCD Total July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	15550	9814	192	63.11%	63.58%	1.96%	1.96%	192	0.52	0.00	0		
Males	15550	5736	110	36.89%	36.42%	1.92%	1.96%	112	0.44	-0.21	2		
White	14623	4333	100	29.63%	34.72%	2.31%	2.84%	123	0.02	-2.10	23	YES	YES
Black	14623	1241	10	8.49%	3.47%	0.81%	2.84%	35	0.00	-4.31	25	YES	YES
Hispanic	14623	7808	151	53.40%	52.43%	1.93%	2.84%	222	0.00	-4.81	71	YES	YES
Asian	14623	959	19	6.56%	6.60%	1.98%	2.84%	27	0.06	-1.60	8		
AI/NA	14623	282	8	1.93%	2.78%	2.84%	2.84%	8	0.59	0.00	0		
Non-Disability	15653	14776	287	94.40%	94.72%	1.94%	1.94%	287	0.52	0.00	0		
Disability	15653	877	16	5.60%	5.28%	1.82%	1.94%	17	0.46	-0.25	1		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	14623	10290	188	70.37%	65.28%	1.83%	2.31%	237	0.00	-3.25	49	YES	YES

An analysis of total applicant pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows a disparity in hiring rates of demographic groups Black/African American (0.81%) in comparison to White/Caucasian (2.31%). White/Caucasian demographic groups make up a total of 34.72% of all hires, whereas Black/African American (3.47%) demographics makeup a much smaller percentage. The highest rate of hire fell in the American Indian/Alaskan Native (AI/AN) at a 2.84% rate of hire. The rate of hire for applicants identifying as Hispanic also fell below expected hiring rates at 1.93%.

The District will look to identify potential barriers in the hiring process to decrease disparities in monitored groups.

Adverse Impact - Hiring Analysis - Executive/Administration Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	1865	1040	29	55.76%	72.50%	2.79%	2.79%	29	0.55	0.00	0		
Males	1865	825	11	44.24%	27.50%	1.33%	2.79%	23	0.00	-2.54	12	YES	YES
White	1698	529	15	31.15%	38.46%	2.84%	4.76%	25	0.02	-2.08	10	YES	YES
Black	1698	206	3	12.13%	7.69%	1.46%	4.76%	10	0.01	-2.23	7	YES	YES
Hispanic	1698	812	15	47.82%	38.46%	1.85%	4.76%	39	0.00	-3.90	24	YES	YES
Asian	1698	105	5	6.18%	12.82%	4.76%	4.76%	5	0.62	0.00	0		
AI/NA	1698	46	1	2.71%	2.56%	2.17%	4.76%	2	0.35	-0.82	1		
Non-Disability	1879	1747	40	92.97%	100.00%	2.29%	2.29%	40	0.54	0.00	0		
Disability	1879	132	0	7.03%	0.00%	0.00%	2.29%	3	0.05	-1.76	3		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	1698	1169	24	68.85%	61.54%	2.05%	2.84%	33	0.06	-1.61	9		

An analysis of Executive/Administrative pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows a disparity in hiring rates of the Hispanic demographic group (1.85%) and Black demographic group (1.46%) in comparison to Asian (4.76%), which is the highest demographic hiring rate. The District will look to identify barriers in the hiring process for applicants identifying as Hispanic.

Adverse Impact - Hiring Analysis - Faculty Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	2222	941	22	42.35%	38.60%	2.34%	2.73%	26	0.27	-0.74	4		
Males	2222	1281	35	57.65%	61.40%	2.73%	2.73%	35	0.54	0.00	0		
White	2044	981	27	47.99%	51.92%	2.75%	2.87%	28	0.46	-0.22	1		
Black	2044	173	1	8.46%	1.92%	0.58%	2.87%	5	0.04	-1.80	4		
Hispanic	2044	558	16	27.30%	30.77%	2.87%	2.87%	16	0.57	0.00	0		
Asian	2044	295	8	14.43%	15.38%	2.71%	2.87%	8	0.53	-0.16	0		
AI/NA	2044	37	0	1.81%	0.00%	0.00%	2.87%	1	0.34	-1.05	1		
Non-Disability	2252	2041	53	90.63%	92.98%	2.60%	2.60%	53	0.54	0.00	0		
Disability	2252	211	4	9.37%	7.02%	1.90%	2.60%	5	0.36	-0.64	1		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	2044	1063	25	52.01%	48.08%	2.35%	2.75%	29	0.25	-0.80	4		

An analysis of faculty applicant pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows no disparities in hiring rates pointing to adverse impact.

Adverse Impact - Hiring Analysis - Clerical/Secretarial Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	2512	2039	30	81.17%	73.17%	1.47%	2.33%	47	0.00	-2.56	17	YES	YES
Males	2512	473	11	18.83%	26.83%	2.33%	2.33%	11	0.58	0.00	0		
White	2397	614	12	25.62%	31.58%	1.95%	1.95%	12	0.58	0.00	0		
Black	2397	172	1	7.18%	2.63%	0.58%	1.95%	3	0.15	-1.30	2		
Hispanic	2397	1492	24	62.24%	63.16%	1.61%	1.95%	29	0.19	-0.96	5		
Asian	2397	83	1	3.46%	2.63%	1.20%	1.95%	2	0.52	-0.49	1		
AI/NA	2397	36	0	1.50%	0.00%	0.00%	1.95%	1	0.49	-0.85	1		
Non-Disability	2523	2409	40	95.48%	97.56%	1.66%	1.66%	40	0.54	0.00	0		
Disability	2523	114	1	4.52%	2.44%	0.88%	1.66%	2	0.43	-0.65	1		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	2397	1783	26	74.38%	68.42%	1.46%	1.95%	35	0.07	-1.51	9		

An analysis of Clerical/Secretarial position applicant pools shows that there was an adverse impact on female hiring with a hiring rate of 1.47%, compared to males at a 2.33% hiring rate. Therefore, the District will be prioritizing strategies to increase the rate of hire for female applicants.

The analysis of applicant pool by race and ethnicity shows no disparities in hiring rates pointing to adverse impact.

Adverse Impact - Hiring Analysis - Professional Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	23	5	0	21.74%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Males	23	18	0	78.26%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
White	21	5	0	23.81%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Black	21	1	0	4.76%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Hispanic	21	11	0	52.38%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Asian	21	3	0	14.29%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
AI/NA	21	1	0	4.76%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Non-Disability	23	22	0	95.65%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Disability	23	1	0	4.35%	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	21	16	0	76.19%	0.00%	0.00%	0.00%	0	1.00	0.00	0		

An analysis of Professional position applicant pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows no disparities in hiring rates pointing to adverse impact.

Adverse Impact - Hiring Analysis - Service/Maintenance Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	247	65	0	26.32%	0.00%	0.00%	0.55%	0	0.70	-0.60	0		
Males	247	182	1	73.68%	100.00%	0.55%	0.55%	1	0.74	0.00	0		
White	239	78	0	32.64%	0.00%	0.00%	0.76%	1	0.55	-0.77	1		
Black	239	16	0	6.69%	0.00%	0.00%	0.76%	0	0.89	-0.35	0		
Hispanic	239	132	1	55.23%	100.00%	0.76%	0.76%	1	0.74	0.00	0		
Asian	239	8	0	3.35%	0.00%	0.00%	0.76%	0	0.94	-0.25	0		
AI/NA	239	5	0	2.09%	0.00%	0.00%	0.76%	0	0.96	-0.20	0		
Non-Disability	249	246	1	98.80%	100.00%	0.41%	0.41%	1	0.74	0.00	0		
Disability	249	3	0	1.20%	0.00%	0.00%	0.41%	0	0.99	-0.11	0		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	239	161	1	67.36%	100.00%	0.62%	0.62%	1	0.74	0.00	0		

An analysis of Service/Maintenance position applicant pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows no disparities in hiring rates pointing to adverse impact.

Adverse Impact - Hiring Analysis - Technical/Paraprofessional Positions July 2021 – June 2023*

Demographic Group	Total Applicants	Total Demographic Group Applicants	Total Demo Group Hires	Demo App %	Demo Group % of Hires	Demo Hiring Rate	Best Group Hire %	Demo Hire Expected based on App Rate	Binomial Exact	SD	SF	SD Disparity?	Binomial Exact Disparity?
Females	2888	1993	44	69.01%	78.57%	2.21%	2.21%	44	0.54	0.00	0		
Males	2888	895	12	30.99%	21.43%	1.34%	2.21%	20	0.04	-1.77	8		
White	2738	749	13	27.36%	23.64%	1.74%	4.08%	31	0.00	-3.24	18	YES	YES
Black	2738	201	1	7.34%	1.82%	0.50%	4.08%	8	0.00	-2.57	7	YES	YES
Hispanic	2738	1565	34	57.16%	61.82%	2.17%	4.08%	64	0.00	-3.82	30	YES	YES
Asian	2738	174	5	6.36%	9.09%	2.87%	4.08%	7	0.28	-0.81	2		
AI/NA	2738	49	2	1.79%	3.64%	4.08%	4.08%	2	0.68	0.00	0		
Non-Disability	2905	2774	53	95.49%	92.98%	1.91%	3.05%	85	0.00	-3.50	32	YES	YES
Disability	2905	131	4	4.51%	7.02%	3.05%	3.05%	4	0.63	0.00	0		
Non-Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Veteran	0	0	0	#DIV/0!	0.00%	0.00%	0.00%	0	1.00	0.00	0		
Total Minority	2738	1989	42	72.64%	76.36%	2.11%	2.11%	42	0.54	0.00	0		

An analysis of Technical/Paraprofessional applicant pools shows that females and males are hired within an acceptable range. Therefore, they will not be prioritized.

The analysis of applicant pool by race and ethnicity shows a disparity in hiring rates of demographic groups Black/African American (0.5%) and Hispanic (2.17%) in comparison to American Indian/Alaskan Native (AI/AN) (7.5%), which is the highest demographic hiring rate. The District will look to identify barriers in the hiring process for applicants identifying as Black/African American and Hispanic.

*Longitudinal data from years prior to July 2021 is no longer available.

APPENDIX C: ACTIVITIES DEMONSTRATING ONGOING COMMITMENT TO EEO/EMPLOYMENT DIVERSITY

Implementation → Selected Methods ↓	Who	What/When	Effectiveness Metrics & Review
PRE-HIRING			
Provide training to employees, students, & trustees	All employees who will serve on screening committees	The Office of Human Resources will provide comprehensive screening committee training that aligns with any District findings of underrepresentation. The training is provided to all employees prior to serving on a screening committee. This training is presented District wide via Zoom to provide consistency. Trainings are held at least once per month. Employees are required to re-certify every two (2) years.

Y1
- Review and identify gaps in the hiring process; screening committee training was identified as a gap in providing diversity and implicit bias training.
- Develop comprehensive training and rollout requirement to all serving on screening committees.
- Identify professional development and training opportunities for Equal Employment Opportunity Committee members and trustees

Y2
- Review survey feedback and update training based on survey
- Send EEOC members and trustees to professional development and DEAI events for training

Y3
- Review all hiring data pre-standardized training versus post | Online surveys are distributed by Human Resources via email to all attendees of the training to collect feedback. This information is reviewed by Human Resources for purposes of improving the training.

Conduct online surveys of applicants who have experiences the hiring process to include quantitative and qualitative response options for comprehensive feedback. |

		- to determine improvements in diversity results - Provide condensed version for employees in need of recertification	
HIRING			
Maintain updated job descriptions and job announcements. (53024.1(f))	Job Description Review Committee made up of administrators and classified employees of the District	The Office of Human Resources will initiate a review of all job descriptions to ensure that underrepresentation and adverse impact data is addressed. **Y1** - The Office of Human Resources will establish a committee of administrative and classified constituents - Human Resources will acquire an external consultant to serve as committee lead - The committee will develop a scope of review, survey, and provide recommendations for updates and edits **Y2** - The Office of Human Resources will provide recommendations to District and Classified negotiating teams for negotiation of updates and edits based on review of data identifying underrepresentation and adverse impact **Y3** - The District will implement negotiated updates to affected job descriptions, salary schedule, and classifications, as needed	Human Resources will conduct surveys in Y1 and use results to guide the review and recommendation process. Human Resources will conduct surveys of management and classified employees after implementation to determine satisfaction with the process. Process repeated every 5 years to ensure currentness of job descriptions.
POST-HIRING			
Conduct exit interviews & use this information. **(53024.1(b))**	All employees resigning, retiring, terminated, or separating	**Y1** - Human Resources will review exit interview surveys to possibly implement EEO questions. - Human Resources will conduct exit interviews with all exiting employees, regardless of form of separation - The tool used will be paper format followed by one-on-one interview conducted by Human	Comprehensive surveys conducted by Human Resources with exiting employees for the fiscal year. Results reviewed by Human Resources to develop

		Resources. Interviews are held in person or via Zoom to accommodate the exiting employees. **Y2** - Human Resources will record interview responses and track data for fiscal year. - Human Resources will review the exit interview form to ensure alignment with underrepresented groups. **Y3** - Human Resources will analyze data for previous year; share with the appropriate stakeholders.	strategies for retention.

KernCCD 2024-2027 EEO Plan for Board Review

Final Audit Report   2024-06-20

Created:	2024-06-19
By:	Laci Beyes (laci.beyes@cerrocoso.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuw08JiQCi49a_uF47Ra5GZWcGprpWjNE

"KernCCD 2024-2027 EEO Plan for Board Review" History

Document created by Laci Beyes (laci.beyes@cerrocoso.edu)
2024-06-19 - 7:24:42 PM GMT- IP address: 66.218.51.22

Document sent to Jennifer Serratt (jserratt@kccd.edu) and Steven Bloomberg (steven.bloomberg@kccd.edu) for signature. One of them to sign
2024-06-19 - 7:25:23 PM GMT

Email viewed by Jennifer Serratt (jserratt@kccd.edu)
2024-06-19 - 7:25:29 PM GMT- IP address: 52.202.236.132

Email viewed by Steven Bloomberg (steven.bloomberg@kccd.edu)
2024-06-19 - 7:25:31 PM GMT- IP address: 52.202.236.132

Document e-signed by Steven Bloomberg (steven.bloomberg@kccd.edu)
Signature Date: 2024-06-20 - 1:58:28 PM GMT - Time Source: server- IP address: 198.189.4.11

Agreement completed.
2024-06-20 - 1:58:28 PM GMT