

2026 Equal Employment Opportunity Annual Certification Form

District Name:	
District Contact:	
Title:	
Email:	
Phone no.:	

In July of 2021, the Board of Governors of the California Community Colleges adopted new Equal Employment Opportunity (EEO) regulations to provide the necessary framework for more robust and accountable EEO programs. As a part of the framework, districts must complete annual reporting of EEO-related activities to receive EEO funds appropriated by the Legislature.¹

California Code of Regulations, title 5, Section 53024.2 sets forth the categories of information that must be reported as part of this annual certification:

(a) Districts shall certify annually to the Chancellor that they have timely complied with all the following:

- (1) recorded, reviewed, and reported the data required regarding qualified applicant pools and longitudinal data.
- (2) reviewed and updated, as needed, the Strategies Component of the district's EEO Plan.
- (3) investigated and appropriately responded to formal harassment or discrimination complaints filed pursuant to subchapter 5 (commencing with section 59300) of chapter 10 of this division.
- (4) expended Equal Employment Opportunity funds in accordance with the purposes set forth in subdivision (c) of section 53030.

This form combines the reporting of all items listed in Section 53024.2 into a single document.

Instructions:

1. Complete Section B, Part 1.
2. Use the provided Excel template to complete Section B, Part 2: Longitudinal Data Reporting.
3. Complete Sections C, D, and E.
4. Complete Section A.
5. Obtain the required signatures for Section F.
6. Submit the Annual Certification Form and the Section B, Part 2 data (using the provided Excel template) in one email to eeosubmissions@CCCCO.edu by **September 1, 2026**.

¹Section 87102 of the Education Code provides in relevant part: (a) As a condition for the receipt of funds pursuant to Section 87107, the governing board of the community college district that opts to participate under the article shall periodically submit to the board of governors an affirmation of compliance with this article, and, to promote faculty diversity, commencing with the 2023–24 academic year, shall implement strategies from the Multiple Methods identified by the office of the Chancellor of the California Community Colleges. Each participating community college district's equal employment opportunity program shall ensure participation in, and commitment to, the program by community college district personnel. Each participating community college district's equal employment opportunity plan shall include steps that the community college district will take to eliminate improper discrimination or preferences in its hiring and employment practices. Each plan shall address how the community college district will make progress in achieving the ratio of full-time to part-time faculty hiring, as indicated in Section 87482.6, while still ensuring equal employment opportunity.

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Section A: Certification Components Checklist

As required by California Code of Regulations, Title 5, Section 53024.2(a), districts must annually certify compliance with the items listed below.

Before submitting this Annual Certification Form to the Chancellor’s Office, ensure this checklist is complete.

Collection and Analysis of Recruitment, Retention, and Longitudinal Data

- (1) The district has **recorded and reviewed** the required data regarding qualified applicant pools and employees. (Sections 53004 & 53006)
 - Yes
 - No

- (2) The district has **reported** the required data regarding qualified applicant pools and employees. (Sections 53004 & 53006)
 - Yes
 - No

EEO Strategies Updates

- (3) The district has reviewed and updated, as needed, the Strategies Component of the district’s EEO Plan. (Sections 53003(c)(1), 53024.1)
 - Yes
 - No

Response to Harassment and Discrimination Complaints

- (4) The district has investigated and appropriately responded to formal harassment or discrimination complaints filed pursuant to subchapter 5 (commencing with Section 59300) of chapter 10 of division 6 of title 5. (Sections 53003(c)(4), 53026)
 - Yes
 - No

Use of EEO Funds

- (5) The district has expended EEO funds in accordance with the purposes set forth in subdivision (c) of Section 53030.
 - Yes
 - No

Section B, Part 1: Summarizing Actions, Strategies, Measurements, and Outcomes

Instructions:

This section documents how your district collects and reviews EEO-related data, including analyses of underrepresentation (workforce utilization) and adverse impact, and how the district assesses actions taken in response to identified findings.

In alignment with EEO Plan Components 10–12, districts should report on their established processes, analyses, and actions related to the recruitment, selection, and retention of monitored groups during the reporting year.

For definitions, analytical approaches, and examples related to workforce utilization, adverse impact, and longitudinal analysis, refer to the [Equal Employment Opportunity Longitudinal Data Guide](#).

Collection and Analysis of Recruitment, Retention, and Longitudinal Data

Data Collection and Governance

1. Systems used to collect applicant and employee data (check all that apply):

- Applicant Tracking System (ATS)
- Human Resources Information System (HRIS)
- Integrated ATS + HRIS
- Manual tracking (e.g., spreadsheets)
- Third-party data system
- Other: _____

2. Offices/roles responsible for data review and analysis (check all that apply):

- Human Resources
- EEO Officer
- Institutional Research
- Diversity/Equity Office
- External consultant
- Other: _____

Voluntary Self-Identification

1. During this EEO Plan period, did your district implement efforts to increase voluntary self-identification (select yes or no for each category)?

Category	Yes	No
Race/Ethnicity	<input type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>

If “Yes” to any, indicate strategies used to increase voluntary self-identification (check all that apply):

- Revised applicant messaging
- Updated onboarding materials
- Added explanation of purpose/confidentiality
- Modified system prompts
- Conducted employee outreach campaign
- Other: _____

2. Change in self-identification rates (if available):

Category	Prior Rate (%)	Current Rate (%)
Race/Ethnicity	%	%
Gender	%	%
Disability	%	%

If measurable improvement occurred, briefly summarize the change in self-identification rates and the strategies that contributed to it (max of 500 characters):

Underrepresentation (Workforce Utilization Analysis)

1. Was a workforce utilization analysis conducted during this reporting year to identify underrepresentation (select yes or no)?

- Yes
- No *(requires explanation below; will impact funding eligibility)*

If “No,” explain why (required):

2. External availability data sources used for underrepresentation analysis (check all that apply):

- U.S. Census
- State labor market data
- Integrated Postsecondary Education Data System (IPEDS)
- Student population
- Other: _____

3. Job categories analyzed for underrepresentation (check all that apply):

- Executive, Administrative, and Managerial
- Faculty
- Professional (Non-Faculty)
- Clerical / Secretarial
- Technical / Paraprofessional
- Skilled Crafts
- Service / Maintenance
- Instruction / Research Assistants
- Other: _____

4. Monitored groups included in underrepresentation analysis (check all that apply):

- Race/Ethnicity
- Gender
- Disability
- Other (please specify): _____

Underrepresentation (cont.)

5. Statistical methods used to assess underrepresentation (check all that apply):

- 80% Rule
- Standard deviation
- Binomial exact
- No statistical testing
- Other: _____

6. Frequency of underrepresentation analysis (select one):

- Monthly
- Quarterly
- Annually
- Other: _____

7. Limitations encountered in underrepresentation analysis (check all that apply):

- Small workforce size

If selected:

- Approximate workforce n: _____
- Monitored group(s) with small n: _____

- Data constraints
- None
- Other: _____

Underrepresentation (cont.)

Results

1. At the time the underrepresentation analysis was conducted (select one):

- Underrepresentation was identified
- No underrepresentation was identified

**The following questions apply only if underrepresentation was identified.
If underrepresentation was not identified, skip to the Adverse Impact Analysis section on page 13.**

Complete the table below for each instance where underrepresentation was identified:

Monitored Group	Job Category	Statistically Significant (Y/N)	Representation Ratio (Workforce % ÷ External Availability %)

Underrepresentation (cont.)

Actions Taken

List each strategy implemented to address underrepresentation in the table below:

Strategy Implemented	Date Implemented	Targeted Job Category	Responsible Office

Underrepresentation (cont.)

Evaluation of Effectiveness

1. How was the effectiveness of actions to address underrepresentation evaluated (check all that apply):

- Change in workforce composition
- Change in representation ratios
- Comparison to external availability
- No evaluation conducted
- Other: _____

Summarize key results of the evaluation, including any measurable changes in underrepresentation (required if evaluation was conducted):

Underrepresentation (cont.)

Observed Outcomes

1. Following implementation of actions to address underrepresentation, indicate observed outcomes (check all that apply):

- Reduction in underrepresentation
- Elimination of statistical significance
- Improved representation ratios
- No measurable change
- Insufficient time to evaluate

Provide quantitative example(s) and include specific data points (if applicable):

Underrepresentation (cont.)

Conditions Impacting Efforts

1. Indicate any conditions that impacted your district's ability to address underrepresentation (check all that apply):

- Limited hiring opportunities
- Creation of new positions
- Elimination/consolidation of positions
- Budget reductions
- None
- Other: _____

Brief explanation (optional, max of 500 characters):

Adverse Impact Analysis (Longitudinal Hiring & Hiring Phase Analysis)

1. Was an adverse impact analysis conducted during this reporting year (select one)?

- Yes
- No *(requires explanation below; will impact funding eligibility)*

If “No,” explain why (required):

2. Type of adverse analysis conducted (select one):

- Longitudinal hiring analysis
- Hiring phase analysis
- Both

3. Hiring phases analyzed for adverse impact (if applicable, check all that apply):

- Minimum qualifications
- Paper screening
- First-level interview
- Final interview
- Job offer
- Other: _____

4. Monitored groups included in adverse impact analysis (check all that apply):

- Race/Ethnicity
- Gender
- Disability
- Other: _____

Adverse Impact Analysis (cont.)

5. Statistical methods used to assess adverse impact (check all that apply):

80% Rule

If 80% Rule was used:

- Comparison group used: _____
- Threshold applied: _____

Standard deviation analysis

Binomial exact test

No statistical testing conducted

Other statistical method: _____

6. Frequency of adverse impact analysis (select one):

Per recruitment cycle

Quarterly

Annually

Other: _____

7. Limitations encountered in adverse impact analysis (check all that apply):

Small applicant pools

If selected:

- Approximate applicant pool n: _____
- Monitored group(s) with small n: _____

Incomplete phase data

System limitations

Staffing capacity

None

Other: _____

Adverse Impact Analysis (cont.)

Adverse Impact Results

1. At the time the adverse impact analysis was conducted (select one):

- Adverse impact was identified
- No adverse impact was identified

The following questions apply only if adverse impact was identified.

If adverse impact was not identified, skip to the Innovative Strategies section on page 20.

Complete the table below for each adverse impact instance identified:

Monitored Group	Hiring Phase	Statistically Significant (Y/N)	Selection Rate (%)

Adverse Impact Analysis (cont.)

Actions Taken

For each instance of adverse impact identified, list the action(s) implemented.

Hiring Phase	Action Implemented	Date Implemented	Responsible Office

Adverse Impact Analysis (cont.)

Evaluation of Effectiveness

1. How was the effectiveness of actions to address adverse impact evaluated (check all that apply):

- Recalculated selection rates
- Re-ran statistical testing
- Compared subsequent hiring cycles
- Reviewed hiring committee practices
- No evaluation conducted
- Other: _____

Briefly describe how effectiveness was assessed, including data or methods used (max of 500 characters):

Adverse Impact Analysis (cont.)

Observed Outcomes

1. Following implementation of actions to address adverse impact, indicate observed outcomes (check all that apply):

- Reduction in adverse impact
- Elimination of statistical significance
- Increased selection rates for affected group(s)
- No measurable change
- New disparities identified
- Insufficient time to evaluate

If measurable change occurred, provide a quantitative example including specific data points (e.g., Group A selection rate from 31% to 42% across two cycles):

Adverse Impact Analysis (cont.)

Conditions Impacting Efforts

1. Indicate any conditions that impacted your district's ability to address adverse impact (check all that apply):

- Hiring freeze
- Creation of new positions
- Elimination/consolidation of positions
- Budget reductions
- None
- Other: _____

Brief explanation (optional, max of 500 characters):

Innovative Strategies (Optional)

If applicable, describe innovative strategies, tools, or practices and observed or anticipated impact (max of 1,000 characters):

Section B, Part 2: Longitudinal Data Reporting

Instructions:

1. **Submit applicant and employee data for the 2023-24, 2024-25, and 2025-26 years using the provided Excel template.**

Data must include the number of applicants and employees, broken down by race/ethnicity, gender, and disability status, for each EEO6 job category.

- Applicant Data Timeframe: Include all applicant data from July 1-June 30 of each reporting year.
- Employee Data Timeframe: Report active employees as of November 1st of each reporting year.
- **Compile demographic data for applicants and employees, including:**
 - **Job Classification Reporting Categories.** Classify employees following the MIS EB07 data element dictionary, using the Chancellor's Office MIS standards and EEO6 category labels:
 - Academic, Tenured/ Tenure-Track
 - Academic, Temporary
 - Clerical/Secretarial
 - Executive, Admin., Managerial
 - Professional (Non-Faculty)
 - Service/ Maintenance
 - Skilled Crafts
 - Technical/ Paraprofessional
 - **Race/Ethnicity Reporting Categories.** Categorize applicants and employees by race/ethnicity:
 - American Indian/Alaska Native
 - Asian
 - Black/African American
 - Filipino
 - Hispanic/Latino
 - Multi-Ethnicity
 - Pacific Islander/Native Hawaiian
 - Southwest Asia and North Africa/Middle East and North Africa
 - Unknown/Blank
 - White/Non-Hispanic

- **Gender Reporting Categories.** Categorize applicants and employees by gender per the Chancellor's Office MIS EB03 data element dictionary:
 - Female
 - Male
 - Non-Binary
 - Unknown/Blank
 - **Disability Status Categories.** Categorize applicants and employees by ability status per the Chancellor's Office MIS EB06 data element dictionary:
 - Disabled
 - Not Disabled
 - Unknown/Blank
2. **Enter data into the Section B, Part 2 Longitudinal Data Reporting Excel template available [here](#).** Using this template is required for submission.
 3. **Save your workbook using the following format:**
year_district_EEOAnnualCert (e.g., 2026_LRCCD_EEOAnnualCert).
 4. **Submit your Excel workbook along with the EEO Annual Certification Form to eeosubmissions@cccoco.edu.** Submission is incomplete without the Section B, Part 2 Longitudinal Data Reporting Excel workbook.

Section C: EEO Strategies Updates (EEO Plan Component 13 and other EEO Plan Components)

In this section, provide updates on district pre-hiring, hiring, and post-hiring strategies expressed in the EEO Plan.

Section C, Part 1: EEO Plan Component 13

Instructions:

1. Use your district’s adopted EEO Plan Component 13 to inform your responses in this section.
2. Report on strategies relevant to the 2024–2025 reporting year, identifying which year of your district’s 3-year EEO Plan cycle this represents (e.g., Year 1, Year 2, or Year 3).
3. If a listed strategy does not apply, indicate “Not Applicable.”
4. Use the space provided to concisely describe implementation activities, evaluation methods, and observed outcomes, including any identified challenges.

Example:

Strategy	Plan Year & Implementation <i>Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.</i>	Measurement/Evidence <i>Describe how the strategy was evaluated.</i>	Outcomes & Challenges <i>Summarize results observed during 2024–2025, including any successes and challenges.</i>
PRE-HIRING			
Addressing diversity issues in a transparent and collaborative fashion. (53024.1(o))	Year 2: Established a public-facing "Diversity Dashboard" that displays disaggregated hiring data. Formed a cross-functional task force (including Academic Senate and Classified Union reps) to review and revise all job description minimum qualifications.	Year 2: Tracked unique visits to the Dashboard and reviewed minutes from the task force. Measured the percentage of job postings that successfully utilized expanded "equivalency" language.	Year 2: High engagement with the dashboard (1,200+ views) improved trust with internal stakeholders. A challenge remains in "low-volume" departments where data must be suppressed for privacy; the task force is currently developing a 3-year aggregate reporting model to address this while maintaining transparency.

[Form begins on the next page]

Strategy	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.
PRE-HIRING			
Provide training to employees, students & trustees. (53024.1(d))			
Convey in publications and website the district’s commitment to diversity & EEO. (53024.1(j))			
Review and update District EEO/DEI policy statement. (53024.1(k))			
Providing EEO/diversity enhancement resources and assistance to other districts. (53024.1(m))			
Addressing diversity issues in a transparent and collaborative fashion. (53024.1(o))			
Recurring activities related to improving student access and student success—with a nexus to EEO hiring.			
Inclusion of (lawful) EEO deliverables in CEO and other administrator performance goals.			

Strategy	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.
ADD ADDITIONAL/ ALTERNATIVE STRATEGIES IN ADDITIONAL ROWS HERE.			
HIRING			
Consistent and ongoing training for hiring committees.* (53024.1(c)) *Cross reference EEO Plan Component 8.			
Maintain updated job descriptions and job announcements. (53024.1(f))			
Board of trustees receives training on elimination of bias in hiring and employment at least once every election cycle. (53024.1(g))			
Assess "sensitivity to diversity" of all applicants. (53024.1(l))			
Maintaining updated curricula, texts, and/or course descriptions. (53024.1(n))			
Dedication of specified staff to EEO.			

Strategy	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.
Incentives for hard-to-hire areas/disciplines.			
Focused outreach and publications.			
Procedures for addressing diversity throughout hiring steps and levels			
Recruitment efforts and strategies such as: <ul style="list-style-type: none"> • Use of demographic data • Job Fairs • Community College Career Connect • Relationships with external organizations & colleges 			
ADD ADDITIONAL/ ALTERNATIVE STRATEGIES IN ADDITIONAL ROWS HERE.			

Strategy	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.
POST-HIRING			
Conduct campus climate surveys & use this information. (53024.1(a))			
Conduct exit interviews & use this information. (53024.1(b))			
Professional development, mentoring, support and leadership opportunities for new employees. (53024.1(e))			
Timely and thoroughly investigate all harassment & discrimination complaints & take appropriate corrective action in all instances where a violation is found. (53024.1(h))			
Survey applicants who decline offers & use the information. (53024.1(p))			

Strategy	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.
Describe strategies developed to address any adverse impact identified in the process of carrying out the requirements of Component 10 of the EEO Plan.			
Describe strategies developed to address any underrepresentation identified in the process of carrying out the requirements of Components 11 & 12 of the EEO Plan.			
ADD ADDITIONAL/ ALTERNATIVE STRATEGIES IN ADDITIONAL ROWS HERE.			

Section C, Part 2: Additional EEO Plan Components (if Applicable)

Some districts may have included pre-hiring, hiring, and post-hiring strategies in their EEO Plan that are not captured in Component 13. Section B is used to report updates on strategies from Components 10, 11, and 12, as applicable.

Use the table below to report any EEO Plan strategies that fall outside of Components 10–13.

Instructions:

1. Refer to your district’s adopted EEO Plan when completing this section.
2. In the “Component Number” column, enter the corresponding EEO Plan component.
3. Only include the strategies and metrics relevant to the 2024-2025 reporting year.

Component Number	Plan Year & Implementation Identify the 2024–2025 cycle year (1, 2, or 3) and summarize completed actions.	Measurement/Evidence Describe how the strategy was evaluated.	Outcomes & Challenges Summarize results observed during 2024–2025, including any successes and challenges.

Section C, Part 3: Supports for Strategy Implementation (If Applicable)

If applicable, what kinds of supports would benefit your district's efforts to implement EEO strategies?

Section D: Response to Harassment and Discrimination Complaints

Title 5 of the California Code of Regulations, section 59340(b) requires districts to provide an annual report detailing the number and disposition of complaints alleging unlawful discrimination.

Instructions:

1. Enter the district officer or designee’s contact details in the “District Officer or Designee” table. Use the designated box to note any changes in appointment during 2025-26.
2. Enter the total number of discrimination complaints and informal charges **received** for employees and non-employees in 2025-26 in the appropriate boxes.
3. Enter the total number of **resolved** discrimination complaints and informal charges for employees and non-employees in 2025-26 in the appropriate boxes.
4. For employees, use the “Employee Types of Complaints and Resolution” tables to report the number of complaints and informal charges received in 2025-26 by protected category (e.g., race, gender).
 - For each category, enter the number of complaints and informal charges in the applicable resolution column.
 - The “Total” column will calculate automatically.
 - If reporting in the “Other” category, list the specific protected category (e.g., religion) in the text box and provide totals and resolution details for each.
5. For non-employees, complete the corresponding “Non-Employee Types of Complaints and Resolution” table.
 - For each category, enter the number of complaints and informal charges in the applicable resolution column.
 - The “Total” column will calculate automatically.
 - If reporting in the “Other” category, list the specific protected category (e.g., Religion) in the text box and provide totals and resolution details for each.

District Officer or Designee	
Name of District Officer or Designee responsible for receiving complaints:	
Title of District Officer or Designee responsible for receiving complaints:	
Email of District Officer or Designee responsible for receiving complaints:	
Indicate changes to District Officer or Designee appointment during 2025-26:	

Employee Complaints Received		
Employee Complaints	Number of discrimination complaints received in 2025-26:	
	Number of informal charges received in 2025-26:	
Non-Employee Complaints Received		
Non-Employee Complaints	Number of discrimination complaints received in 2025-26:	
	Number of informal charges received in 2025-26:	
	Total number of discrimination complaints and informal charges received: <i>The total is calculated automatically.</i>	

Employee Complaints Resolved		
Employee Complaints	Number of discrimination complaints resolved in 2025-26:	
	Number of informal charges resolved in 2025-26:	
Non-Employee Complaints Resolved		
Non-Employee Complaints	Number of discrimination complaints resolved in 2025-26:	
	Number of informal charges resolved in 2025-26:	
	Total number of discrimination complaints and informal charges resolved: <i>The total is calculated automatically.</i>	

Employee Types of Complaints and Resolution					
Based on the total number of discrimination complaints and informal charges received in 2025-26, provide the following information:					
Provide the number of complaints and informal charges based on the following protected categories:			Provide the number of complaints and informal charges that are:		
	Total <i>Calculated automatically</i>	Sustained in Whole	Sustained in Part	Not Sustained	Currently Unresolved
Race					
Gender					
Sexual harassment					
Disability/Medical Condition					
Other					
In the box below, list the specific "Other" protected categories, report the total number for each, and describe the status (e.g., Religion 4 total: 1 Sustained in Whole; 2 Not Sustained; 1 Currently Unresolved)).					

Non-Employee Types of Complaints and Resolution					
Based on the total number of discrimination complaints and informal charges received in 2025-26, provide the following information:					
Provide the number of complaints and informal charges based on the following protected categories:			Provide the number of complaints and informal charges that are:		
	Total <i>Calculated automatically</i>	Sustained in Whole	Sustained in Part	Not Sustained	Currently Unresolved
Race					
Gender					
Sexual harassment					
Disability/Medical Condition					
Other					
In the box below, list the specific "Other" protected categories, report the total number for each, and describe the status (e.g., Religion 4 total: 1 Sustained in Whole; 2 Not Sustained; 1 Currently Unresolved)).					

Unresolved Complaints from Previous Academic Years

If applicable, provide the number of complaints that arose before the 2025-26 academic year that remain unresolved.

Employee:
Non- Employee:

For each unresolved complaint, briefly explain the factors preventing resolution:

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Section E: Use of EEO Funds

EEO Funds do not include EEO One-Time Funding or funding from Innovative Best Practices Grants. Expenditures from these sources should be reported in the “other funds” columns.

Instructions:

1. **Enter the total unexpended allocation from 2023-24** in the "Total Unexpended Allocation from 2023-24" box.
2. **Select the total amount allocated to the EEO/Diversity Allocation Fund for 2024-25** from the "2024-25 Allocation" box drop-down.
3. **Enter the total 2024-25 expenditures** in the "2024-25 Expenditures" box.
4. **Break down expenditures by controlling accounts on page 36.** If funds other than the EEO Allocation Fund were used, provide the total amount in the “other funds” column. If applicable, explain unspent funds, planned use, and expected timelines.
5. **Break down expenditures by performance indicators on pages 37 and 38.** If funds other than the EEO Allocation Fund were used, provide the total amount and the funding source in the “Other Fund Expenditures” column. Where relevant, explain how activities align with the Strategies Component of your district’s EEO Plan.

Report	EEO/Diversity Allocation Fund (Ed. Code § 87108)
Total Unexpended Allocation from 2023-24 (Carry Over)	
2024-25 Allocation	
2024-25 Expenditures (Provide a breakdown of expenditures in the columns outlined in green below)	
Unexpended Allocations <i>calculated automatically</i>	

Controlling Account	EEO Allocation Fund (Ed. Code § 87108)	Other Funds	Total <i>Calculated automatically</i>
1000 Academic Salaries			
2000 Classified Salaries			
3000 Employee Benefits			
4000 Supplies & Materials			
5000 Other Oper. Exp. & Svcs.			
6000 Capital Outlay			
7000 Other Outgo			
Total <i>Calculated automatically</i>			
Unexpended Allocations (If Applicable)			
Explain why funds are unexpended.			
Describe any actions or strategies to utilize the funds and outline the anticipated dates.			

Performance Indicator	Funding Source	Expenditure Amount	Description of Activities If applicable, tie to Strategies Component of EEO Plan
Activities designed to encourage students to become qualified for, and seek, employment as community college faculty or administrators.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	
Outreach and recruitment.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	
Professional development on equal employment opportunity.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	

Performance Indicator	Funding Source	Expenditure Amount	Description of Activities If applicable, tie to Strategies Component of EEO Plan
Professional development on DEIA.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	
Accommodations for applicants and employees with disabilities pursuant to title 5, section 53025.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	
Other reasonable and justifiable activities to promote equal employment opportunities. Please list activities in “Description of Activities” column.	EEO Fund (Ed. Code § 87108)	\$	
	Other fund (specify funding source below):	\$	

Section F: Signatures – Affirmation of Accuracy and Completeness

I CERTIFY THAT THIS ANNUAL CERTIFICATION FORM IS ACCURATE AND COMPLETE.

Chair, Equal Employment Opportunity Advisory Committee

Name:	Title:
Signature:	Date:

Chief Human Resources Officer

Name:	Title:
Signature:	Date:

Chief Executive Officer (Chancellor or President/Superintendent)

Name:	Title:
Signature:	Date:

President/Chair, District Board of Trustees

Date of governing board’s approval/certification:	
Name:	Title:
Signature:	Date: