California Community Colleges

SYSTEM WEBINAR SUMMARY:
AI Strategies for Equitable Hiring (Dec. 2025)

This webinar explored artificial intelligence (AI)-driven strategies for equitable hiring and retention. The guest presenter was Jonathan Locust, an expert on AI and workforce equity issues.

What are Common Concerns about AI in Hiring and Retention?

- Adoption of AI among students and younger adults is increasing dramatically, with a Pew Research survey finding that one-third of adults under 30 saying they interact with AI several times per day.
- Faculty, staff, and Human Resources/Equal Employment Opportunity (HR/EEO) teams are actively having conversations about the potential impact of AI on the community college workforce. Concerns include uncertainty about the impact on jobs, workload, equity issues, and how to develop and maintain the skills to stay current.
- These concerns mirror general concerns about "replacement theory" – the idea that AI or automation will replace human roles.

What Resources are Available to Learn about AI in HR/EEO?

- Two learning modules are available through the Vision Resource Center (VRC; log-in required).
  - *AI-Driven Strategies for Equitable Hiring* covers the use of AI to identify bias in job descriptions and how to create inclusive alternatives. The module:
    - introduces basic AI concepts in non-technical terms;
    - connects AI to EEO, DEIA, and Title 5 responsibilities, including how AI shows up in hiring, data, communication and daily tasks;
    - covers ethical AI principles relevant to EEO and equity and describes key risks, such as bias, data privacy, and over-reliance on tools; and
    - includes reflective exercises, such as allowing learners to input the text of a job description from their institution into an AI tool (e.g., ChatGPT or Gemini) to get an analysis of issues like exclusionary language or unnecessary requirements that may deter diverse candidates.
  - *Data-Driven Recruitment and Retention Strategies* covers the application of AI in EEO practice. The module walks through concrete use cases and emphasizes the use of AI to better align campus DEIA goals and strategies, including:
    - the use of AI to support job description development, screening and

- outreach, data analysis and reporting;
  - developing effective AI prompts; and
  - checking AI outputs for equity and accuracy.
- The modules emphasize how to keep people involved at every stage of the process, with AI serving as a helpful tool. They can support the work of administrators, classified professionals, HR and EEO teams, and faculty and committee members who are engaged in hiring work.
- The modules are intended to build a shared understanding of AI, connect AI concepts to EEO and equity responsibilities, and offer concrete, role-relevant examples that can be adapted locally.

How Can These Tools Make Work Easier, and Not Replace People?

- AI cannot replace human relationships, judgment, and care.
- It can be a tool to help to reduce repetitive, time-consuming tasks, quickly identify patterns in data, and support more consistent processes. It can help test solutions, prototype new processes, and tell more complete stories with data.
- Building AI fluency can help college employees and students maintain the skills needed to adapt to the increasing use of AI tools in the workplace. Those from underrepresented groups, in particular, can become innovators and leaders in the new AI-informed workplace, helping to ensure the technology supports equity rather than becoming an additional barrier.

How Can You Begin to Incorporate AI Responsibly in Your Work?

- Start small and local: match the use cases to your role at your institution.
- Ensure consistent human review and approval, maintain data privacy and confidentiality, and keep equity impacts at the center of your work.
- Use the learning modules described here to spot potential bias or harm and to develop questions for your colleagues, supervisors, vendors or others involved in your work.
- As the new year approaches, resolve to find ways to begin building AI skills. Identify one task that feels repetitive or time-consuming and explore how AI might support that task using the modules as a guide. Have conversations in your unit about potential opportunities and challenges of incorporating AI into the work.
- Explore other professional development opportunities related to AI on the VRC and elsewhere.

- Explore job opportunities across our system that could benefit from these enhanced skills, including the upcoming job fair on January 31, 2026.