Minutes of Stewardship for Equity, Equal Employment and Diversity (SEEED) Committee
Held on April 18, 2017
Held in Room 6-203

Chairs:
Lasana Hotep, Lucia Lachmayr

Members Present: Ricardo Flores, Nina Floro, Cassandra Gutierrez, Lasana Hotep, Lucy Jovel, Lucia Lachmayr, Jessica Lopez, Nathaniel Nevado, Kristy Nguyen, , Marisa Thigpen,

Members Absent: Wissem Bennani, Amory Cariadus, Cesar Chavez, Serena Chu-Mraz, Luis Escobar, Raymond Jones, Soledad McCarthy, Patricia Mendoza, David Reed, Tammy Robinson, Michael Stokes, Nadia Tariq, Chad Thompson, Andrea Vizenor, Phillip Williams, Rob Williams

Guest(s): Ray Hernandez, Miranda Wang, Celeni Cano, Iridian Martinez

Resources: Belinda Chan, Zahra Mojtahedi, Katrina Pantig, Monique Hernandez (Recorder)

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1. GENERAL FUNCTIONS

1.1 Call to Order- 2:10pm

 Dean Hotep calls meeting to order

1.2 Approval of Agenda- Due to lack of a quorum, no action was taken.

1.3 Approval of Minutes- Due to lack of a quorum, no action was taken.

Meeting was rescheduled due to conflict with upcoming ASAP Technical visit in New York. ASAP which is an accelerated completion program, mostly funded by private dollars, this funding was made available for institutions to implement the ASAP program on campuses. They are being extremely selective, and Skyline College has earned a technical grant to implement programs built for success.

Faculty, Staff, and Administrators gathering information in New York to help implement more at Skyline College. Strong contingency to do that. Dean Hotep will address his approach from an equity lens.

2. DISCUSSION/REPORT

2.1 Communities of Practice

Communities of Practice (CoP) is an Initiative that is being spearheaded with ASLT and CTTL, while collaborating with the SESP division, to share responsibilities and create opportunities for our students through equitable education. This is a professional development opportunity for staff, faculty, and administration, lead must be a faculty member, but does not need to be fulltime. Application will be available by the end of the week, email will be sent to all faculty from CTTL. Application is due May 3rd, applicants will receive notice May 15th.

The four CoP topics:

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- Social Justice and Sustainability
- Service Learning
- Transformative Pedagogy and Practices
- Online and Hybrid Teaching and Learning

2.2 Student Equity Plan Presentations Cont.

- **CTTL -** Nina Floro, Professional Development Coordinator/CTTL Co-Coordinator, presented on Center for Transformative Teaching & Learning (CTTL). She talked about the CTTL Instructional Aide II position, funded by SESP. Their duties include developing accessible resources to train staff and providing captions for instructional videos for student with disabilities. Provide faculty one on one feedback for online course materials.

  Nina also talked about the NCORE 2017 Skyline College Delegation overview and what the attendees will do during the conference. They will discuss race, ethnicity, gender, sexual orientation, etc. Three faculty and two staff will be attending, this opportunity will be funded by Skyline in collaboration with SESP.

  Total Budget spent on this program so far $19,138.03.

- **C2C -** Jessica Lopez presents Connection to College (C2C), which is a program that provides early college and career exposure to prepare middle school and high school students for higher education. Additionally, this program provides financial information and resources to parents in order to create an educational support system for their child. This creates an educational pathway that can gear students towards educational persistence, which can result in increased graduation rates. Under C2C's activities, there was a series of education and career-based workshops, a series of parent workshops, a one-day conference at Skyline College, and university visits to familiarize incoming students. In the current academic year of 2016-2017, C2C is providing access to 126 students. Due to the impact of C2C, 75% of their participants understand the information and resources available to high school and college students, identify their career pathway, understand the different higher educational systems within California, and value high school as a step for higher education.

  Total Budget spent on this program was $10,000.

- **Math Jam –** Dean Ray Hernandez and Miranda Wang present Math Jam, a program that supports students mathematically to be well-equipped for future math classes. Main focus is to decrease the sequence pattern, that causes drop off. Students that start at entry level math, only 5% will make it to transfer level math. The program creates an opportunity for students to place at a

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higher-level math than their original placement test. Zero credit, no fees associated, over a two-week period.

Questions from the committee:
- o Ways to reach the disproportionate impacted population. (The problem is that we have the program, but the students from this population are not accessing Math Jam)
- o Time commitment (Perhaps offering a shorter day class, an online course, or hybrid option)

- **PRIE -** Zahra Mojtahedi presented PRIE's maps using Geographic Information System (GIS) mapping software, which is to inform, visualize, and contextualize local community and high schools, their current student population respectively, and the San Mateo County context. Three main types of maps were created; district wide, local community and high school information, and current student population and countywide.

  Total Budget spent on this program was $5,737.62.

- **Transfer Tours -** Lucy Jovel presented on Transfer Tours, which focuses on engaging students to increase transfer rates. This program also aims to lessen the transfer attainment gap for underrepresented populations at Skyline College. The services they provide include: college representatives, transfer workshops, transfer conference, campus tours, counseling, and transfer advocate program. The outcomes of participating are critical thinking, self-awareness & interpersonal skills, lifelong wellness, and the ability to consider one as a transfer student.

  Total Budget spent on this program was $38,601.

HSI Grant Update
   In process, soft final presentation on Thursday, next Tuesday, April 25, 2017 submitted formally.

Promise Scholarship

Comprehensive Diversity Framework
SEEED will be using the Comprehensive Diversity Framework and use the 8 domains to look at the Skyline Promise. Lucia will send out details for the plan in the fall.

SEP, SSSP, and BSI Integration Update
State Chancellor has changed the model of the Equity Plan, it will be a integrated plan including BSI, SSSP, and SEP. We will no longer have 5 domains, but a more concise plan including BSI, SSSP, and SEP.
- Programs that were funded as they were in the previous equity plan, we do not know where they will fall.
- If you have equity funds, you have August 1, 2017 to spend your allocation.

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- There will be a meeting with key stakeholders about how we will proceed to fund particular events/programs in the future.

4. Next Meeting

Next regular meeting will be held on Tuesday, September 19, 2017 at 2:10pm in Room 6-203.

5. Adjournment

Motion to adjourn: Lasana Hotep, seconded by Lucia Lachmayr at 4:05 p.m.