

SEED COMMITTEE MEETING
NOVEMBER 27, 2012
MEETING NOTES

Attendance: Amory Cariadus, Don Carlson, John Chavez, Nina Floro, Katie Galvin, Mary Gutierrez, David Hasson, Lucia Lachmayr, Jessica Lopez, Richard Lopez, Melissa Matthews, Vanson Nguyen, Rick Wallace
Facilitators: David Hasson, Lucia Lachmayr and Vanson Nguyen
Recorder: Sherrie Prasad

WELCOME AND AGENDA REVIEW

- Vanson welcomed the group and everyone introduced themselves

GROUP EXERCISE: IDENTIFY STRATEGIES FOR DISSEMINATING INFORMATION ABOUT SEED

Group 1 (John Chavez, Nina Floro and Linda Allen)

- Develop forums to share information
- Flex activities – incorporate some aspect of SEED in division meetings. Next Flex Day is Friday, April 11th.
- Include information about SEED in CSI, Skyline Shines, SEED website & student clubs.
- Create script for presentations at division meetings or committee meetings.
 - Provide examples of what we are doing.
 - Share the focus question.

Group 2 (Don Carlson, Melissa Matthews, and Sherrie Prasad)

- Work with PIO office as a resource on sharing our goals.
 - Need marketing pieces
 - Develop a monthly newsletter
 - Link the newsletter to Skyline Shines.
- Identify a contact person for SEED, i.e., Karen Wong for SLOAC. Provide compensation for this role.
- Division meetings
 - Pick 1 or 2 priority items for Divisions to focus on. i.e., hiring adjunct faculty.
 - Divisions may be working on this. Record their findings and collaborate and share information with others.
- Are SEED committee members in other committees? Make sure that SEED representatives are represented in other committees and divisions.
- SEED goals need to be implemented in annual program planning, SLOs etc.

Group 3 (Mary Gutierrez, Katie Galvin, Amory Cariadus, and Rick Wallace)

- Update and maintain SEED Website
- Create and provide 2-minute videos about SEED on website and TVs on campus

- Give opportunity for students to give feedback. Provide a suggestion box for SEED on the website.
- Is CCSSE asking the questions we need to ask the students?
 - Some of the questions on CCSSE might already be addressed by SEED?
 - Co-package CCSSE and SEED research so we are not redoing the work.
 - Vanson Nguyen will go to meetings with CCSSE to represent SEED.

Group 4 (David Hasson, Jessica Lopez and Richard Lopez)

- Develop ASSC sub-committee for Digital Divide.
- Create an Advisory Committee for outreach
 - Centralized committee (already created by John Mosby)
- **Group Discussion**
 - A SEED representative will attend Division meetings and share a particular context of an issue with the divisions.
 - Right now – Division meetings are already having conversations and have the SEED representative be involved in the extended conversation.
 - Design team can send the menu of topics to Divisions to start conversations
 - Design Team to ask Divisions for Division meetings agenda
 - Focus on one goal/priority with the Divisions.

UPDATES FROM SUB-COMMITTEE GROUPS

Hiring/Diversity (*Mary Gutierrez and Lucia Lachmayr*)

- Group worked with the District and the Deans on if we are using fair processes to hire part-time faculty.
- District Academic Senate is currently reviewing the hiring processes for faculty.

Community Outreach (*John Chavez, Jessica Lopez, Lavinia Zanassi, Jocelyn Vila*)

- John Mosby is currently looking into creating a centralized committee for outreach. A sub-committee has already been created.
 - Next step is to join John Mosby's committee and collaborate on the goals.
 - Work on mission statement and advisory committee.

SkyPath (*David Hasson and Nohel Corral*)

- In process of contacting Palomar College and Valencia College (FL)
- League of Innovation College

Professional Development (*Sarah Perkins, Nina Floro, and Vanson Nguyen*)

- Working on creating CTTL (Center for Transformative Teaching and Learning).
 - Possible launch in the beginning of Spring 2013.
- VPI has identified funds to send Skyline teams to major conferences.
- In process of creating a calendar of events/activities for professional development.
- Developing a website which will be up and running in Spring 2013

REVIEW OF FRAMEWORK

Where do we want to devote our time on this framework? Are we on stage 2, 3, 4, or 5?

- Resources to Succeed is an important domain.
 - Students participation is important in domains
- How do we incorporate the domains that haven't been addressed?
- Create new inquiry questions?

Communications (*Vanson and Amory*)

- Scholarships – how is the information received and disseminated?

Community Connections (*John C. and Jessica*)

- There's a lot to be done for outreach.
- Current stage of outreach
 - The Outreach Counselor receives 12-15 hours per week for outreach.
 - There's a high turnover.
 - In the last few semesters, records have not been kept well.
- Meet with John Mosby and join forces with his Advisory committee.

Hiring/Diversity (*Nina and Mary*)

- Work on existing research – look for trends, research that has been done.
- Work with academic senate on the practices for hiring.
- Have ideas on doing qualitative inquiry work on existing data.
- This information will help the academic senate as they review processes for hiring faculty.

Resources to Succeed (*Don, Richard, David, Sherrie and Katie*)

- SkyPath and Digital Divide to combine as one sub-committee group

NEXT STEPS

- Because of finals week, there will be no meeting in December 2012
- Next focus for SEED committee is development of focus and research questions.