

SEED COMMITTEE MEETING
FEBRUARY 26, 2013
MEETING NOTES

ATTENDANCE: Amory Cariadus, Don Carlson, John Chavez, Nina Floro, Katie Galvin, Ken Gomez, Mary Gutierrez, Hong Guo, David Hasson, Lucia Lachmayr, Jessica Lopez, Richard Lopez, Vanson Nguyen, Sherrie Prasad and Leigh Anne Shaw
Recorder: Sherrie Prasad

REVIEW MINUTES

- Minutes were approved from the January 22nd meeting

WELCOME, GOALS AND AGENDA REVIEW

Metaphorical Image to Shape our future actions

- After the retreat and with Singhashri's departure, the big wall is crumbling down.
- Instead of one big wall, we have different beds of garden to sow our seeds. The different beds of garden could be our sub-committee research projects.
- How do we picture ourselves: "We are now the garden for the college."

NAME CHANGE

What does SEED stand for?

Stewardship for Equity, Equal Employment and Diversity (SEED) Advisory Committee

For a long while, folks think of SEED as an Equity and Diversity committee. What if our mission changes and it doesn't include research? Research has become very important in this phase of the SEED committee but what happens when we get into the implementation phase?

- We are not the implementation committee. We will do the research and other groups/taskforce will do the implementation.

There's also the question of Branding. When we think about the verbs associated with the SEED committee name, stewardship doesn't connect with what we are actually doing. The research component needs to be emphasized.

Couple suggestions of a new name were:

1. Committee to Research Equity and Diversity (CRED)
2. Committee for Equity, Equality and Diversity (CEED)
3. Research committee on Equity, Equality and Diversity

Final thought on the name change from the group was to keep the name of SEED but make research more prominent with our branding.

DISSEMINATION PLAN

Where have we heard of SEED outside of the committee?

- Skyline Shines
- ASSC meetings
- ILT (Instructional Leadership Team) meetings
- Transitions to Learning Communities
- Conferences
- Cal-Pass
- Prep for Pep
- SSLT (Student Services Leadership Team) meetings
- Accreditation
- Annual Planning Process
- Annual Report
- Program Review
- Faculty Staff Development newsletter - announcement of CTTL
- Regular update at academic senate
- Board meetings
- Division meetings

Additional opportunities to speak about SEED

- Different programs – ESL, Math. This would get directly to faculty.
- Presentations on data to different departments and divisions
- Present in a workshop format to faculty which would disseminate information much better to faculty who are involved with the topic area.
- Present on Flex Day, Department meetings, ELI, CTTL (Brown bag lunches)
- Annual report – have info in the annual report

Website – *What would you like to see on the website?*

- There's no mention of research on the website.
 - Add a bullet point on Research on the overview page
- Resources doesn't have much on the link. Can we place the framework on the resource section as a draft form?
- Should we have links for each sub-committee?
 - Add the domains to the websites so that other Skyline committees can see what we are working on and if there's an opportunity to collaborate.
 - Add domains that have been dropped off so somebody interested can join the domain.
- Add a link on the navigation bar for research with each individual domains.
- Add a feedback page/link for student or faculty (Suggestion box).

SUB-COMMITTEE REPORT BACKS

Technology (Richard L. and David H.)

- Set up a meeting with Richard's (ASSC) group and David.
- Will conduct surveys to Math 811 students – they have online homework.

Hiring (Nina F., Mary G., Lucia L. and Leigh Anne S.)

- In the process of revising the current survey to make it more inclusive. Will send it to all faculty and staff.
- Collect statistics for each department and see where there are gaps. Need to check with PRIE office for data.
- The Academic Senate is currently working on an online application of hiring and equivalency. If minimum qualifications are not met, they have to show equivalency.
- Equal Employment Opportunity Committee (EEOC) is defunct. We need to revive the committee.
 - It was a district committee and the guidelines say that each college should have an EEOC committee.
 - EEOC would compare previous hires to current hires.
 - It required diversity training.

Community Connections (John C., Jessica L., Sherrie P., and Lavinia Z.)

Inquiry Question

In what ways will Skyline College provide comprehensive community outreach and access with the promise of retention and success?

- In the process of data gathering
 - Need to meet with John Mosby and Nohel Corral on their outreach plans and coordination.
 - What was the commitment made to outreach for the future?
 - There was an advisory committee that stopped meeting in the summer. There's not much recorded history on outreach.
- Identifying other programs and departments that conduct individual outreach such as ELI, Cosmetology, Career Advancement, Automotive, and Financial Aid etc. We may need to collaborate for our research.

Communication (Amory C., Vanson N. and Hong G.)

How do learning communities support students in connecting with the campus, and how does that affect student success?

- Conduct two surveys – one to faculty and one to students.

- Surveys will be done through learning communities and non-learning communities. The goal is to reach 1000 participants.
- Question from the group: Are you incorporating CAAs? Or just traditional learning communities? Vanson replied all.
- Surveys will be distributed in class 846 (learning communities)
- *Feedback from group*
 - Add question: Are you a member of a learning community question? List different types including FYE, FYE Leap etc.
 - Student survey: Ask the question of the location on where they are hanging out? Are they just hanging out?
 - Add question: What's the significant incident that happened out of class for students?
 - Reword question #1 so events that students stumbled upon are captured in the answers.
 - Define the word "events"
- CCSSE results – where are they? Can they be placed on the website? Check with PRIE office.

Resources to Succeed (Richard L.)

- Student access to technology research.
- Created a sub-committee.
- Working on a research survey and is being reviewed by the advisors.
 - The survey will be sent to all students.
- Students may have access to a computer but they may not know how to utilize the internet.

NEXT STEPS

Picture day next meeting (3/26/13)