



Approved Minutes

**Minutes of Stewardship for Equity, Equal Employment and Diversity (SEEED) Committee
Held on February 24, 2015
Building 6, Room 6-203**

Tri-Chairpersons:

Angélica Garcia, Lucia Lachmayr, Aaron McVean

Members Present:

Serena Chu-Mraz, Nina Floro, Raymond Jones, Jessica Lopez, Melissa Matthews, Miku Mendoza (replacing Gianni Grelli), David Reed, William Watson, Phillip Williams, Karen Wong

Members Absent:

Amory Cariadus, Arash Daneshzadeh, Jonathan Gonzales, Michele Haggar, David Hasson, Richard Soyombo, Jocelyn Vila, Lavinia Zanassi

Guests:

William Minnich, Arielle Smith

Resource:

Belinda Chan (Recorder)

1. GENERAL FUNCTIONS

1.1 Call to Order

Angélica Garcia called the meeting to order at 2:14 p.m.

1.2 Welcome and Introductions

Lucia Lachmayr invited all members in attendance to introduce themselves.

1.3 Approval of Agenda

There was no agenda to approve due to unconfirmed membership.

2. DISCUSSION

2.1 Proposed of Tri-Chair Structure

The tri-chair structure is embodied by the Dean of Planning, Research, and Institutional Effectiveness (PRIE), a Faculty Appointment, and an Administrator Appointment. Modeled with the same operating structure as the Strategic Planning and Allocation of Resources Committee (SPARC), Garcia invited any existing members of SPARC to share the experience. Karen Wong explained that SPARC is chaired by Eloisa Briones, Kate Browne, and Aaron McVean, with meetings covering topics on budget and planning at alternating meetings.

Nina Floro questioned if classified staff will be included as part of the tri-chair structure. Lachmayr responded that the faculty position may also be served by a classified person.

Miku Mendoza favored the tri-chair structure as responsibilities can be shared among the chairpersons.



Approved Minutes

Members in attendance favored the proposed tri-chair structure. No official voting took place.

2.2 Review of Membership

Membership of SEEED Committee was not clearly identified. Thus, members were invited to review and comment on both lists of unofficial members as well as official members in the compendium to confirm everyone’s membership status. (see Appendix I for details) The Committee will confirm membership of the absent members.

2.3 Review of Charge/ Bylaws

The SEEED Committee proposed the below stated mission and charge to members for review:

Mission: To ensure an equitable campus at all levels at Skyline College

Charge: We foster equal representation in all levels of the institution, ensure equal access and distribution of resources, and develop an awareness and willingness to address issues of inequity”

Members suggested rewriting the Committee’s mission and charge to the following:

Mission: To ensure equitable environment in the community at all levels at Skyline College

Charge: To promote equitable representation, access, and distribution of resources and develop an awareness and willingness to address issues of inequity at all levels of the institution

Committee members were invited to review and suggest any additional changes at the next meeting.

2.4 Review Student Equity Plan (SEP) for SEEED Integration

Committee members were invited to review the Student Equity Plan (SEP) 2014 from a SEEED member’s perspective prior to the next SEEED Meeting. See Appendix II for details.

2.5 Establishing Work Teams for Comprehensive Diversity Framework

Three domains of Comprehensive Diversity Framework remained from last semester and work teams were formed accordingly. Each work team was requested to meet with its teammates and the PRIE Dean prior to March 17 or the next SEEED meeting.

Student Support Work Team	Leadership Work Team	Admissions & Registration Policies Work Team
Lucia Lachmayr (lead)	Aaron McVean (lead)	Angelica Garcia (lead)
Serena Chu-Mraz	Nina Floro	Raymond Jones
Jessica Lopez (2 teams)	Miku Mendoza (2 teams)	Jessica Lopez (2 teams)
Melissa Matthews	Karen Wong	William Minnich
Miku Mendoza (2 teams)		
David Reed		
Arielle Smith		



William Watson		
Phillip Williams		

3. ANNOUNCEMENT

3.1 Hispanic Serving Institutions (HSI)

Garcia, Lachmayr, and McVean, along with a team of faculty and staff from Skyline College, attended Hispanic Serving Institutions Summit held at UC Davis from February 17, 2015 to February 18, 2015. Any higher education institution that serves 25% or more Hispanic students qualifies as a Hispanic Serving Institution. Based on Integrated Postsecondary Education Data System (IPEDS), Skyline College serves 24.9% of Hispanic students. Confirmed on February 23, 2015, Skyline College is qualified as an HSI. If an institution is qualified for Title III, then the institution is qualified to apply for HSI grants.

The HSI Division offers three types of HSI grants: Develop Hispanic-Serving Institutions (DHSI) – Title V, Part A, Promoting Postbaccalaureate Opportunities for Hispanic Americans (PPOHA) – Title V, Part B, and Hispanic-Serving Institutions Science, Technology, Engineering, or Mathematics and Articulation (HSI STEM) – Title III, Part F. Skyline College is qualified and may apply for all three grants. Grant recipients for one HSI grants does not interfere the chance of being other HSI grants recipients.

3.2 Association of American Colleges & Universities (AAC&U)

AAC&U’s 2015 Conference on Diversity, Equity, and Student Success: Assessing and Advancing Inclusive Excellence will be held in San Diego from March 26, 2015 to March 28, 2015. Committee Chairpersons recognized the dates fall during Spring Break week, thus the professional development may be discarded. However, Chairpersons anticipated to send a team of SEED members attending related conferences in the future.

3.3 Speaker Series: Dr. Joy DeGruy’s Visit

Dr. Joy DeGruy will be coming to Skyline College and presenting topic on “A Call to Consciences” on Thursday, March 5, 2015, at 11 a.m. in Room 6-202. Committee members are encouraged to attend. (See Appendix III for more details)

4. Next Regular Meeting

Next meeting will be held on Tuesday, March 17, 2015, in room 6-203.

5. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:01 p.m.

Membership was revised and Minutes were approved by Members on March 17, 2015.