



**Minutes of Stewardship for Equity, Equal Employment and Diversity (SEEED) Committee
Held on March 17, 2015
Building 6, Room 6-202 (changed from Room 6-203)**

Tri-Chairpersons:

Angélica Garcia, Lucia Lachmayr, Aaron McVean

Members Present:

Amory Cariadus, Serena Chu-Mraz, Arash Daneshzadeh, Nina Floro, Michele Haggar, David Hasson, Raymond Jones, Jessica Lopez, Melissa Matthews, Miku Mendoza, David Reed, Richard Soyombo, William Watson, Phillip Williams, Karen Wong

Members Absent:

Jonathan Gonzales, Nathan Jones, Jocelyn Vila, Lavinia Zanassi

Guests:

Wissem Bennani, Alina Din; Arielle Smith

Resource:

Belinda Chan (Recorder)

1. GENERAL FUNCTIONS

1.1 Call to Order

Aaron McVean called the meeting to order at 2:16 p.m.

1.2 Approval of Agenda

A motion was made by Karen Wong and seconded by Raymond Jones to approve the March 17, 2015 agenda as written. No change was made. Motion carried unanimously.

1.3 Approval of Minutes

A motion was made by Raymond Jones and seconded by Lucia Lachmayr to approve the February 24, 2015 minutes. Editing recommendation pending by Lucia Lachmayr. Five members abstained and other members in attendance voted aye. Motion carried.

2. UNFINISHED BUSINESSES

2.1 Approval of Committee Membership

Aaron McVean confirmed the membership by taking roll call of names listed on the compendium. A motion was made by Michele Haggar and seconded by Miku Mendoza to approve the Committee Membership as written. No change was made on the floor. Absent members to be reconfirmed. Motion carried unanimously.

2.2 Approval of Mission and Charge

Further revision on the Committee's Mission and Charge carried from the last meeting. Revised Mission and Charge are stated below:



Approved Minutes

Mission: To ensure equity at all levels of Skyline College.

Charge: To address issues of inequity at all levels of the institution by fostering a culture of critical consciousness and promoting equitable representation, access, and distribution of resources.

A motion was made by Raymond Jones and seconded by Michele Haggar to forward the revised Committee's Mission and Charge to College Governance Council (CGC) for approval. Motion carried unanimously.

3. DISCUSSION/ REPORT

3.1 Comprehensive Diversity Framework Work Teams Updates

3.1.1 Leadership Work Team (Aaron McVean, Miku Mendoza, Nina Floro, Karen Wong, and Michele Haggar) had a meeting and are investigating leadership opportunities and professional development from their respective positions: students, professional development, faculty and classified
Richard Soyombo/ Alina Din and Arash Daneshzadeh will join this work team.

3.1.2 Student Support Work Team (Lucia Lachmayr, David Reed, Miku Mendoza, Arash Daneshzadeh, Phillips William, Serena Chu-Mraz, William Watson, and Melissa Matthews) suggested the followings:

- Replace the assessment exams
- Open learning center before 8 a.m.
- Supplement student learning instruction
- Provide more computer classrooms for faculty to hold their classes
- Strengthen Wi-Fi connection for students, especially in Building 1, 8 and parking lots
- Create a space for students to take make-up tests

The team will further discuss with Aaron about the feasibility

3.1.3 Admission Work Team (Angelica Garcia, Raymond Jones, and Jessica Lopez) did not meet, but the team suggested the following at the meeting:

- Create a welcome letter as part of the CCCApply

David Hasson, Amory Cariadus, and Wissem Bennani will join this work team.

3.2 Student Success and Support Program (SSSP) Presentation

The next Strengthening Student Success conference will be held in October 2015 in Oakland and Aaron and Angelica will submit a presentation proposal as a follow-up to last year's presentation on the Diversity Framework. The team(s) that is(are) ready by the submission date will present. SparkPoint, TRiO, and the Learning Center (Supplemental Instruction) are planning to submit presentation proposals, too.

3.3 Student Equity Plan (SEP) for SEEED Integration

Committee members were invited to review the Student Equity Plan (SEP) 2014 in SEEED's perspectives prior to attending this SEEED Meeting. Student Equity Plan and Planning Worksheet were distributed to members and groups were formed based on the listed topics. The worksheet, however, is to be completed and submitted individually to Belinda Chan prior to the next SEEED meeting. See Appendix I for Student Equity Plan and Planning Working and Appendix II for Student Equity Plan (SEP).

Expected Outcome	No.	Members
Implement the established institutional capability framework to increase resources and professional development	A.1.2	Amory Cariadus Michele Haggar Melissa Matthews Richard Soyombo/ Alina Din
Obtain HSI and AANAPISI designations	A.1.3	Lucia Lachmayr Jessica Lopez Aaron McVean Miku Mendoza William Watson
Increases success rates in credit courses to “at or above” 80% of the benchmark group for African American, Latino, and Pacific Islander students	B.1.1	Arash Daneshzadeh David Hasson Raymond Jones David Reed Phillip Williams Karen Wong
Increase outreach and communication to current and prospective students with certificate, degree, or transfer goals to promote progression from pre-transfer to transfer ESOL course	C.3.3	Wisseem Bennani Serena Chu-Mraz Angelica Garcia

4. ANNOUNCEMENT

4.1 Speaker Series: Dolores Huerta’s Visit

Dolores Huerta, a civil rights activist who has battled against inequality, will speak at Skyline College on Wednesday, March 18, 2015, at 11 a.m. in the Theater. Committee members are encouraged to attend.

5. NEXT REGULAR MEETING

Next meeting will be held on Tuesday, April 28, 2015, in room 6-203.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:25 p.m. The remaining meeting time was designated for work teams’ discussion.

Minutes were approved by Members on April 28, 2015.