



## Approved Minutes

### Minutes of Stewardship for Equity, Equal Employment and Diversity (SEEED) Committee Held on September 22, 2015 Building 6, Room 6-203

#### Tri-Chairpersons:

Angélica García, Lucia Lachmayr, Aaron McVean

#### Members Present:

Wissem Bennani, Amory Cariadus, Serena Chu-Mraz, Nina Floro, Ricardo Flores, Luis Escobar, Victoria Goncalvez, Nathan Jones, Raymond Jones, Jessica Lopez, Patricia Mendoza, David Reed, Tammy Robinson, Michael Stokes, Nadia Tariq, Marisa Thigpen, Chad Thompson, Phillip Williams, Karen Wong

#### Members Absent:

Marlon Gaytan, Miku Mendoza, Nathaniel Nevado, Lavinia Zanassi

#### Resource:

Belinda Chan (Recorder)

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## 1. GENERAL FUNCTIONS

### 1.1 Call to Order

Lucia Lachmayr called the meeting to order at 2:14 p.m.

### 1.2 Welcome and Introduction

Members introduced themselves.

### 1.3 Approval of Agenda

A motion was made by Aaron McVean and seconded by Luis Escobar to approve the September 22, 2015 agenda as written. Motion carried unanimously.

### 1.3 Approval of Minutes

A motion was made by Amory Cariadus and seconded by Karen Wong to approve both the April 28, 2015 minutes and May 19, 2015 minutes with Karen Wong's editing recommendations for the May 19, 2015 minutes. Changes approved. Motion carried unanimously.

## 2. DISCUSSION/ REPORT

### 2.1 Committee Structure and Charge

Lucia Lachmayr and Aaron McVean illustrated the structure, mission, and charge of the Committee, as listed below:

#### *Structure*

The tri-chair structure is embodied by the Dean of Planning, Research, and Institutional Effectiveness (PRIE), a Faculty Appointment, and an Administrator Appointment.

***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.

Questions were raised pertaining to membership on the committee.

**2.2 Inquiry Domain Work Teams**

The SEEED Committee is in charge of reviewing the Comprehensive Diversity Framework domains. Four were completed in the past, and the Committee formed work terms in Spring 2015 to review the remaining domains, Student Support, Leadership, and Admission and Policies. Student Support Work Team and Leadership Work Team will move forward with the findings and present the information at the Strengthening Student Success Conference in October.

**2.3 Review Student Equity Plan Process**

Skyline College has been proactively reviewing the plan on a regular basis. The SEEED Committee will act as the Advisory Committee for the Student Equity Plan (SEP). The SEP is due to the Chancellor's Office by December 18, 2015, but the internal deadline due to the Board is November 11, 2015.

Sarah Perkins, Angelica Garcia, and Aaron McVean will present to SEEED some of the highlights from the upcoming Student Equity Training in Sacramento.

**2.4 Review Survey Result**

The Integrated Planning and Resource Allocation Survey, carried out by the Leadership Work Team, concluded on September 11, 2015. Karen Wong provided some of the results from the survey to the Committee. The majority of respondents felt that the campus was setting a positive tone, but work remains need to be done.

Members were divided into pairs/ groups and discussed the following topics in relation to the first and second survey questions.

Q 1: What does achieving equity mean to you as a SEEED member?

Comments included the followings:

- Being able to access and allocate resources to sustain programs for underserved students
- Increase international student enrollment to enhance social and educational experiences for all Skyline students
- Achieve equity in outcomes: to access and evaluate students' successes
- Make accessible available resources (e.g. tutoring, financial aid, etc.) to students, including distance education students who do not come to the campus

Topic 2: What does it mean to have an "honest yet not offensive conversation"? Is it possible?

Comment included the following:

- Having mutual respect for each other

The second part of the survey addressed equity in leadership roles across campus, and Karen Wong highlighted some of the findings.

- Majority of the respondents feel that campus leadership reinforces the importance of diverse representation in leadership positions.
- Sixty percent of the respondents have had some forms for leadership role currently or previously.
- Top reasons they pursued leadership positions pertained to being passionate about the issue, believing their efforts can make a difference, getting to collaborate with others, and to a lesser extent but still ranking high, having been encouraged by colleagues.
- Top reasons why those who were interested in leadership roles but were discouraged from pursuing them pertained to having too high of a workload, not being asked, not having sufficient support and not receiving any compensation.
- Both findings together suggest the importance of relationships, of getting to work with others and being encouraged by others.

Next steps about the findings:

- The highlights will be presented at the Strengthening Student Success Conference in Oakland
- Discussion will continue taking place in the SEEED meetings
- To engage the larger campus in discussion of these findings, Ricardo Flores recommended holding a workshop/ discussion session in the theater with live streaming broadcast for students to see in designated areas and seek for students' and campus employees' feedback.

See Appendix I for more detail.

## **2.5 The Learning Center Data**

Lucia Lachmayr presented data on The Learning Center and highlighted some of the findings. Based on the data shown in Appendix II, any group with P Index below 1.0 indicated a disproportionate impact compared with the same group College-wide. She suggested the TLC is being underutilized by African American/ Black and Latino males in particular, and students 18 and under. However, Aaron McVean and Ray Jones noted that most students 18 and under are concurrently enrolled, so they're not on campus. The data also suggested that white students are underserved; however, Aaron noted that they're not a historically disadvantaged group. Efforts instead will be directed toward students who are underserved and historically disadvantaged.

Victoria Goncalvez shared her experience with the Learning Center. She was unaware of the available resources to her, such as Learning Center and TRiO, until there was a TLC presentation in her Math class. She and other students signed up together for tutoring, and all did well in the class.

Recommendations for the TLC include:

- Compare students with more than one program (TRiO or International, etc.) to TLC only students
- Increase promotional effort through outreach and faculty's recommendation
- Utilize TLC as a reinforcement tool for students to retain information/ studying covered in class
- Issue student access card for easier student data collection about which services students are accessing and how frequently

## **3.ANNOUNCEMENT**

### **Strengthening Student Success Conference**

The Strengthening Student Success Conference will be held at Oakland Marriot City Center from October 7 to 9, 2015. Many representatives from Skyline College will be participating the conference. Confirmed



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presenters include: Nate Nevado, Liza Erpelo, Kent Gomez, Lucia Lachmayr, Angélica Garcia, Aaron McVean, David Reed, Karen Wong, Julie Lamson, and Heather Smith.

### **Facing Fear Film Screening and Discussion**

The documentary film 'Facing Fear' followed by Q & A discussion will be held in the Theater on Wednesday, October 14, 2015 from 11:00 a.m. to 12:30 p.m. Film Director - Jason Cohen, and the subjects of the film – Matthew Boger and Timothy Zaal, will be in attendance for Q & A discussion.

### **Lee Mun Wah – What We Do Not See: Exploring What We Leave at the Door**

Lee Mun Wah will be presenting "What We Do Not See: Exploring What We Leave at the Door" on November 25, 2015 (Flex Day) from 8:30 a.m. to 12:30 p.m. More information will be announced through Center for Transformative Teaching and Learning (CTTL).

### **College Lecture Series: Camille Seaman, Photographer, Author of "Melting Away"**

Photographer and author of 'Melting Away', Camille Seaman, will be at Skyline College on Thursday, October 22, 2015 presenting her photography experience in Artic and her support to Earth Awareness.

## **4. NEXT REGULAR MEETING**

Next meeting will be held on Tuesday, October 20, 2015 from 2:10 p.m. to 4:00 p.m. in Room 6-203.

## **5. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:56 p.m.

Minutes were approved by Members on October 27, 2015.