

Skyline College
Stewardship for Equity, Equal Employment and Diversity (SEED)
Advisory Committee
November 17, 2008

MEETING MINUTES

Attendance: Lori Adrian, Rosie Bell, Amory Cariadus, John Chavez, Barbara Daley, Lynne Douglas, Nancy Lam, Vicki Morrow, Phyllis Taylor. Guest: Alan Ceccarelli

Absent: Richard Soyombo

Introduction of Alan Ceccarelli; discussion of the Theatre and SEED events

Alan Ceccarelli, Skyline's new Theatre Events Manager was introduced. He has 13 years of experience in the theatre profession, has taught in high school and has done a lot of summer stock programs throughout the country and for Disney cruise lines. He has also done a lot of set design and robotic lighting. A discussion about event reservations and planning was held, as well as use of the theatre:

- Reservations and theatre events: Alan would like 30 days notification before an event if there is a lot of staging and lights. He only needs one day's notice if it is a video presentation. Barbara would like to make sure the set up is good for some of the film programs and what the procedures are as the college sets up events. Alan said he meets personally with the event organizer once the contract is submitted to Mary Anne Leary.
- Theatre equipment: Barbara said Skyline does not have the best film equipment and asked Alan if can find out if it can be borrowed from CSM or Cañada. Vicki said that Skyline's theatre renovation was approved for state funding, but the state bond measure which would have provided the funding was removed from the fall 2008 ballot because of the economic crisis. Not only was the ballot measure pulled, but the list of projects was also removed. In the best scenario, these changes push the state funding out at a couple of years, but that is a minimum, so other strategies have to be used in the meantime.
- Theatre program: Phyllis said if the Speech Communications Department could expand its program, it would be interested in using the theatre more. Someone asked if Skyline would ever offer a theatre program again. Vicki said from a production perspective, Skyline has the facilities to be able to contain a theatre program, but the space has just been repurposed. Phyllis said it could be an experimental course and Vicki said there could be curriculum and a class associated with it. Phyllis has experience with it.
- Theatre internship: Alan may need the assistance of a theatre crew at some point and he is trying to come up with a solution. Rosie and Phyllis suggested there be a theatre intern who could provide him with consistent support.
- Theatre Club: Alan would like to start a theatre club. The theatre club at the high school that he taught in created their own productions and raised funds by selling

tickets to their events. The club also sponsored performing artists and split the door charges with the artist. The school donated the facility to the club.

Review and approval of October 22 minutes

The minutes were approved as written.

District EEOAC update

Vicki said the district EEOAC has not met. Harry Joel had been trying to convene the meetings and was waiting for the other colleges to submit names of members. The reason for the convening is that the state is requiring the district to update its equal employment opportunity (EEO) plan. A discussion was held in Chancellor's Cabinet about the work that Harry needs to get done. Vicki suggested that the SEED Committee (and its counterparts at the other colleges) review Harry's EEO plan to see if it does what it should be doing or if it should be revised to meet Skyline's requirements. She will find out how big the plan is and how long it will take to review. She thinks it is due back to the state in January 2009. Vicki thinks the SEED Committee is the right group to look at it.

SEED events calendar

Phyllis distributed the events calendar. Additional upcoming event ideas were discussed:

- December 10 is the 60th anniversary of the universal declaration of human rights adopted by the UN. Barbara found 30 articles on the topic, along with event planning ideas for schools. There could be panel discussions and art shows around it. She asked if it could be recognized at Skyline, although she is not sure if the events can be planned in time. She is setting up a display in the Library. Lynne suggested that the *Skyline View* could do an article about what those rights are. Barbara will get more information and contact Nancy Kaplan-Biegel, the *Skyline View* advisor and also prepare something for the electronic display board. Vicki could put something in *Skyline Shines*.
- World AIDS Day is December 1 and AIDS Health Awareness Week will be held at Skyline beginning that day. The Health Center has contacted Amory about it and she will follow up with Jan Gersonde and Donna Elliott, who are also trying to get a couple of the AIDS quilt panels sent to Skyline for display.
- The ASSC will do a personal wellness study break for students during finals week to give people a place to unwind and relax.

Review of status of plans for this spring and fall

Amory wants to work with Phyllis on developing a plan for people to connect with them. She is going over some of the event checklists on the web. She is going to meet with Alan to set up the student theatre club and an innovative program he would like to do that focuses on diversity issues. Phyllis supported the idea that the theatre club would start with the students and then they "push up" to the faculty and staff. The challenge with the events is how to get the event planners to get the word out and how to encourage participation and Amory said it is about personal relationships and changing the culture. She met with Donna Bestock regarding the division's Rosemary Barker Fund, a bequest to the social science department. The social science component of the division has

decided to use the bequest for interdisciplinary grants that involve two or more departments within social science, but not creative arts. The departments involved are Economics, Anthropology, Sociology, Psychology, History and Political Science. The grant can be up to \$5,000 per year per project and can be for new classes, supplemental activities, speakers, and professional development. If SEED develops a series, the Barker Fund could be used similarly to the President's Innovation Fund and provide seed money for a couple of years, but not permanent funding. The SEED Committee would need to partner with a faculty member from Social Sciences if we want access to the fund. The process for funding approval is presentation to the Creative Arts and Social Sciences Division followed by a vote of the division employees. Amory said there is a possibility of a project around the idea of "Teaching for Inclusion." There is training they do at University of North Carolina-Chapel Hill, where they talk to faculty about invisible differences and incorporating diversity in the classroom. Invisible differences can include things like disability issues. There could be a speaker or training for faculty, depending upon their interest, much like professional development training and it would include a handbook. Amory asked if Skyline's faculty would be responsive to a workshop as opposed to a speaker. Phyllis, who is Professional Development Coordinator, will think about it and meet with Amory and they will update the committee at the next meeting.

Theatre banner and advertising theatre events on campus

Vicki talked to Sandy Irber about banners for the Main Theatre entrances. Sandy will do it once the web design project is completed after the first of the year. There should be advertising of events in front of the main theatre entrance. Vicki suggested a sign standard to hold it, such as the one used by the Student Activities Office in Building 6. Barbara has seen some 11x17 sign standards in library catalogs and will research it.

Next meeting: December 15

Vicki will check with Harry Joel to see if his EEO document will be ready for SEED to review by the December 15 committee meeting date. If not, then the December SEED meeting will be canceled.