

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

May 21, 2007  
2:15-4:00 pm, Room 1319

**MEETING MINUTES**

Attendance: Lori Adrian, Rosie Bell, Amory Cariadus, Donna Elliott, Melissa Komadina and Vicki Morrow. Guests: Priscilla Schwartz, Phyllis Taylor and Barbara Daley  
Recorder: Golda Gacutan

Absent: John Chavez and Richard Soyombo

Rosie Bell presented Priscilla Schwartz with a Certificate of Appreciation for her help with events. Priscilla was very touched. Vicki reiterated appreciation from the whole committee. Vicki said that Rosie has been a total pleasure to work with.

**Approval of April Minutes**

The minutes of April 16, 2007 were approved as written.

**Who Are We...Fascinating Rhythms: final debriefing on this year's events.**

There was a round of applause for Rosie. Rosie felt that the events went well; they were well planned and successfully executed. Outside of "Talking Drums", Priscilla did the research for the performances. Out of all the presentations, the Feb. 28<sup>th</sup> presentation of the "Talking Drums" event posed the most difficulty because of not knowing what was going on. Rosie expressed that we need to be careful about one person coordinating and having an assistant. There is still an issue with this event since we are still waiting to pay the event performers. Once Rosie leaves for the summer, she will not be able to follow up on paying for it. The other three events worked seamlessly because all three worked with Rich Tidd regarding all paraphernalia. Rosie suggested that presenters should talk directly with Rich Tidd. She talked with Rich Tidd at least one month in advance to get things in place then emailed Rich one week before and two days before to check on the status of the event. Phyllis asked if Rosie spoke to Rich by phone or email. Rosie said by email so she can track her communications. The musicians spoke with Rich directly and set up meetings in-person. Donna said that she would generally work with presenters directly too, with Rich. John Ulloa was held in the main theater, but suggested to find another avenue. John Ulloa and John Santos performed at 12:45pm -2:15pm. This was not a good time. It was suggested that 10:00 am would be better because it is class time and students could attend with the class. This was a response to Vicki asking why 10am would be a better time. Students enjoyed John Santos. Vicki was fascinated that all three people were given the same instructions, but all had a different take on it. It is clear in mind what the committee wants, the difficulty is scheduling.

Scheduling should begin three to four months before the event. Bridget Fischer handles the reservations for the Gallery Theater. Mary Ann Leary takes care of scheduling the Main Theater. Rosie said that people need to check the general calendar. When Rosie planned for February 28, there were no other events, and then BSU scheduled another event. Amory asked in these types of situations, whose program would have priority. The issue is how to get the college to act as a group. Rosie would like to propose to have this on the website. To Rosie, the current information online is cryptic to her. Vicki says that it may not be easily accessible. Rosie suggested that it this could be mentioned on Opening Day. Vicki said it was a good idea.

Discussion went on about how to pay presenters and if they should have to provide social security cards. The committee agreed that this may need to be revisited to find a different way because it becomes very cumbersome. Rosie reiterated how difficult it is to do all planning alone. Lori asked if Priscilla would be interested in working with Phyllis. Rosie respectfully submitted the suggestion of offering independent study units or leadership units. Rosie used all events as extra credit for students. Lori wants to work with faculty, classes and students. Phyllis says if hours for extra credit will be given then it can be incorporated in the syllabus. Lead time is all that's needed.

Rosie said that the book wrap escaped her, but the responses from honors classes were very positive. Once students got involved, they became very engaged.

### **Plans for next year:**

- a. Special months and SEED's role in them: continuation of discussion
- b. Linkage with MOT and their plans: Vicki says in connecting with MOT, the incoming coordinator is already working on issues.
- c. Book selection process for next year: Lori asked if the committee will be selecting books for next round. Some suggestions were "Skin" and "To Kill a Mocking Bird" so that a film was connected to it.

Barbara Daley spoke about the One Book, One Community for the Peninsula library system. Vicki says we can play "Daughters of Fortune" on 9/27, 10/10, 10/23 and 11/12 in the late morning. The book is about a Chilean woman that came to California during the gold rush. PIF grant will provide for four speakers tied in to this event. "The Other 49ers, Untold Stories of the Gold Rush" is another grant Barbara is working on to complement the One Book, One Community project. All events are planned for fall 2007. Eric Brenner will be partners with Barbara, but they will need additional help.

Rosie offered a presentation on "Wild Women of the West" in case it is needed.

Phyllis asked if anyone in Language Arts knows about this project? Barbara said she doesn't know if anyone would be interested. Phyllis requested a copy of Barbara's notes and so did Vicki to get the word out to Language Arts. Phyllis also requested information to be shared in Skyline Shines. Student clubs, learning communities and some high schools could be included. A problem with this is getting students here. Vicki asked if this is the main problem. Lori said that we can target specific schools and she can work with them to get them out here. CSM has a book club, but does not want to participate in this event. They are doing Pride and Prejudice. Barbara will let people know about events.

- d. Overall plans for the year and considering mapping out of events to include both fall and spring: Phyllis says we are all coming into the same place. We don't need to have so many events that may turn out to be an embarrassment. There is a disconnect about how people get these events. The bottom line is that we are not technocrats. What she's (Phyllis) here to offer is to work at being coordinator with each person planning events. She will share other events and potential overlaps and problems. Sometimes we have tons of people, and at times we have none. Her primary goal is actually be a coordinator, walk around and cheerlead. Vicki said that her version of this is that her advice on the coming year is to focus on knitting together these events, increasing of communicating events, rather than adding to the smorgasbord of events. Everything that Vicki has heard from Phyllis, she has heard from others. People get confused about why someone else's event happened on top of their event. We do not create hurdles to what people want to do. Part of the raggedness if this whole thing, is that people do not know about all the events. Phyllis sees planners run out of juice for their own activity. Phyllis can relate to faculty, how to use this and she will go to division meetings to spread the word. Amory thinks it is a good idea that someone is coordinating. In working with student groups, helps to coordinate event planning. If we have a bunch of events, students don't know which to go to, it would be nice to have a coordinator. It might be good to limit events. With facilities, it limits that. Barbara asked if we have anything dedicated to events for the week or month? Something electronic would be something that students would read. Vicki says we can post it on the electronic marquee, on tables, programs on the tables. Melissa thinks events that are planned as part of curriculum, would be easier and to manage with actual schedules. The issue is how to get it into the syllabus. Melissa asked why Language Arts starts on the syllabus now. It would be great to get events into the syllabus. Donna said she can't always pick out all event dates in advance because most classes are not done yet. Also as for funding, sometimes we can't say who/what is funding because resources are not allocated yet. Vicki says it's good idea to move up submissions of PIF.

Donna said that in planning stages, no one knows about dates yet. Phyllis asked for reminders, to talk to groups about events. Donna said that if people

were sending to Phyllis in advance, it would help in planning stages. Vick said to look at the website for facilities (get list from web) there's not one single clearinghouse. What we have is a bruise of a tool. We have the web and now Phyllis. Melissa coordination logistics need to be defined because not all understand. Lori and Vicki say that it would help to get into the syllabus. What needs to happen now, is that people need to send info to Phyllis. Rosie said the same people on campus do things all the time. Vicki does not want Phyllis to become room reservations or other things. She is the coordinator organizer of the events. Her primary goal is inclusivity and help from all others for their perspective venues. The role of the SEEED coordinator is just to coordinate events. Barbara Daley is willing to help with bibliographies, webliographies in conjunction with planning events. She can provide websites and a calendar of events.

Common Ground should be scheduled for the spring instead because of all these events. Lori asked if it will be too late to do this? May not be, will look into it. Rosie said that if we move Common Ground, can we do the EOPS thing PIF, HIP Hop culture (Nate Nevado and Liza Erpelo, Lauren Hernandez, Alex Deguzman) Vicki thinks it is in spring, maybe in March. MOT film festival is not funded this year by PIF. Sandy Irber will help find other funding source. If hip hop, not PCN, but broad hip hop, different groups involved. Amory said that two major programs in one semester can be a burn out. Vicki said she met with Liza and Nate for an hour to discuss the event.

- e. Advertisement of SEEED events and promotion of good attendance

### **3.5 MEET Training:**

Donna and Gerry (EEOAC) met for the first time in a while. Skyline is still the only campus to do program. Faculty wants more classroom setting movies. There has been talk about training the trainers, but there is still a lot of discussion. There are requests for a follow-up session, but time is not good. Follow-up may be in June, but still a busy time. Those that expressed interest in more training suggested to do it in Fall. Vicki said that it can be huge to ask those that go through the training to train others. A lot of people do not need to be in that role. For professional development, choose a flex day. Melissa asked how faculty can bring information back to the classroom. There were only two faculty members, and Connie Beringer, and the rest were classified.

### **3.6 Lori-asked should there be broader equity**

#### **Committee Membership: should students be added to SEED**

The EEOAC did not include students because hiring committees and students should not be involved. But now, the discussion does not involve issues that should be held back. This will go to council about whether this is a good idea or not. Vicki asked if this direction that we want to go. Rosie asked what do we expect from the students. What would their charge be and how would they help? Should there be a choice to reserve the right to have more closed sessions if needed. Curriculum committee-Phyllis, non-board member, will be tabled to first meeting in fall. Amory said that shared governance, students need to be appointed by ASSC. Lori-thinks there is no meeting topic that should be held back from the students.

#### Division memberships-

Phyllis said that faculty are overwhelmed with all the meetings. Vicki said that the challenge is the size of membership, we're not a tiny college, but not huge. Donna is here as Classified staff. Amory is here because of Dr. Frances White to represent the students. MOT is not a formal committee. What's the way to get all contingencies in here? Amory suggested to use the Commissioners of Publicity and Activities.

Vicki wants Barbara in meetings informally.

Tabled for next meeting: Division memberships and our role in student equity

**Next meeting: Monday, September 17, 2:15-4:00**