

Skyline College
Stewardship for Equity, Equal Employment and Diversity (SEED)
Advisory Committee
February 26, 2007

MEETING MINUTES

Members: Lori Adrian, Linda Allen, Rosie Bell, Amory Cariadus, John Chavez,
Donna Elliott, Melissa Komadina, Vicki Morrow and Richard Soyombo.
Recorder: Linda Ghio

Absent: Donna Elliott

Review and approval of minutes of January 22, 2007

Minutes: John asked that the second sentence in the second paragraph on page 3 be amended to read: "He suggested that the TRIO Program purchase 10 copies of the book and provide them free in the Learning Center to TRIO students who may not be able to afford to buy them." The minutes were approved with this correction.

M.E.E.T. training

Melissa reported that Gerry Frassetto will be at Skyline to facilitate M.E.E.T. on Common Ground training on March 22 and March 29. Staff is required to attend both sessions. The first session will include workbook exercises and the second session will be a follow-up. It will be held from 1-3 p.m. and the location will be determined. Donna will prepare an advertisement for staff and faculty. Participation is open and there is no limit to the number of attendees provided that there is space. The ad will include a RSVP request. Gerry will facilitate both sessions. Vicki asked Melissa to suggest to Donna that she to reserve rooms 602, 604 and 606 in the Student and Community Center.

Who Are We...Fascinating Rhythms

Celebrating Rhythm: February 28 and March 14

The first event is the African Talking Drums presentation, which is on February 28 in room 1111. Rosie asked Richard for background information on the performers and he will get that to Rosie so she can make the introduction. The room holds 80-85 people.

Rosie is working on the John Ulloa percussion presentation on March 14 and is going to give some information to the PIO office as soon as she can. She said the Gallery Theatre is difficult for presentations because it does not have adequate wiring to handle the amplifiers, and unless you are going to have a reading, Rosie does not think it is a good venue. Vicki said that improvements to the acoustics should be taken in to consideration when Building 1 is redesigned. Rosie said that Ulloa's presentation will need to be held in the Main Theatre and she will talk to Amory about publicizing it on the marquis. Vicki suggested that a press release be written. Rosie said that the *Skyline View* will have an article on SEED and the Diversity Days events.

Book Rap: March 28 and April 11

Donna Elliott will use the book graphic from *The Color of Water* and will design signage for Rosie. There are two Book Rap sessions: the March 28 session will be moderated by Phyllis Taylor because she is using the book in her speech class and the second session is on April 11 and there are three students in Phyllis' and Rosie's honors classes who will moderate. The sessions will be held from 10-11:00 a.m. during Rosie's class time so both classes, as well as other classes, can participate. Vicki asked Rosie to contact Maria Norris about generating a list of teachers who have a 10:00 class on either of those dates so they can be invited to bring their classes. Lori asked if the students can separate into three groups if there is a large turnout and Rosie said she has not talked to them, but thinks they may be nervous. Phyllis and Rosie plan to talk to the students about moderating, but she is not certain about separating them since they have never done this and are relying on each other for support. She said it may be possible to do this in the future. Rosie said that she and Phyllis are the only faculty using the book at this point.

Diversity Days: April 18-19

Rosie said nothing is prepared as yet and Vicki thanked her for making the arrangements for the other events with very little lead time.

Coordination: Rosie said there should be at least 4-6 weeks lead time for planning future events and she found this to also be true of Common Ground. There should be one person to coordinate the event. Rosie explained why she had to cancel the original event and was able to pull the February 28 event together. When contacting the performers, Rosie sends a confirmation letter with their appearance time and date and a parking permit. Richard suggests that a template be created that would be given to the performer letting them know what they get for performing, such as free advertising, a press release, a display showing their CD or book. He also suggested that next year, Rosie should have help from the committee to provide assistance and lessen her workload. Lori asked Rosie what kinds of help she would need from the committee. Rosie asked her honors class to help with ushering, but they are having trouble with their class schedule. Vicki said the committee will help and staff in the administrative office would probably assist.

Funding honorariums: ASSC funding of the honorariums for the guest performers events was discussed and Amory is not sure if the ASSC voted to approve the cost of the Sam Oludayo African Talking Drums event. Richard said he may be bringing other people and he thinks the \$250 he would charge is fine. Amory said that the reality for most community colleges is that they don't have that kind of budget, but she finds if we explain the situation, sometimes guest performers are willing to work with us.

Advertising on KCSM: John asked if Skyline can advertise the SEEED performances on KCSM and Vicki thought that was a good suggestion. She said we can also offer to write a press release, and while there is no guarantee that they'll publish it, it could at least be posted on the portal website. Rosie asked if it costs the college to advertise on KCSM and Vicki said she did not know.

Performers: Vicki asked what rooms are typically used for the performers before they go on and Amory said they use Room 1124 if they are performing in Room 1111. Vicki said the performers need a place where they can gather in advance and Melissa suggested space for them to assemble afterward. Richard asked if there was a way to make a connection with the performers such as arranging for 5-10 students and 1 faculty member to meet them backstage to interview them. Lori asked if they would have time to do that and Richard said he would ask them. Rosie feels that there are some students who would stay around and Richard asked if there was a faculty member attending along with their class. Rosie said Jude Navari may be sending some of his students, ASTEP students will be coming and both Tony Jackson and Phyllis Taylor are bringing their classes. Rosie will talk to the Skyline View editor in hopes that they will send someone to the John Ulloa and Hafez Modirzadeh presentations. Lori asked if Skyline was planning to feed the presenters and Rosie said that no food was planned other than for the presenters on February 28. Rosie and Amory will talk about providing boxed lunches from the cafeteria. Amory said there might be more options off-campus that may provide better food. Richard will find out how many performers are coming.

Regarding the other performers, Rosie said that John Santos will be coming on April 18 at 12:45 and he is bringing people with him. On April 19, Hafez Modirzadeh will be coming alone at 7:15 p.m. and he will play whatever we want him to play.

Videotaping the performances: Richard asked if arrangements can be made to record the performances. Vicki said Shelly Hausman will serve as photographer. She suggested he contact Connie Beringer to see if there is a way that a video and CDs can be made. Rosie said that there needs to be 4-6 weeks lead time for Connie and Kamla Bucceri to make these arrangements. If the group wants Peninsula TV there then someone needs to make that connection. If we want to do it in-house, the request needs to be made through Kamla. Richard will speak with her and, if it is not possible, he will ask Barbara Lamson to videotape it with his camera and he will ask Salah Webb to edit it. Vicki said that request needs to be authorized through Jim Petromilli and Rosie should speak with him. If they are able, Vicki said they will be responsive. Richard will talk to Salah about editing, assuming that Jim releases his time.

Debriefing: Vicki said that the SEEED Committee should do a systematic debriefing at the April meeting to review how things went. Rosie said she is already making notes as she goes of what is working and what is not working well. Vicki said there are event planning guidelines on the college website. Now that Rosie has had the experience coordinating an event, Vicki suggests that the committee look at those procedures and make any adjustments that would make it better for the next person. Vicki asked Linda to include that topic on the April agenda.

Photo collages: Rosie said the picture frames will be ordered on February 27 or 28. Because there is not much of a display area yet, they are going to be put up in front of the Learning Center. There will be about 25 on display. Rosie asked the SEEED Committee to provide their photos and a written statement of 40 words or less.

Further discussion on the Ya Ya Box idea:

Vicki said some discussion had been held at the last meeting and asked we left off, and Melissa said that the committee decided to table the idea for the future.

Update on the SMCCCD Foundation Grant:

Richard gave Vicki a copy of the grant that he submitted to the district foundation for a civic project grant. Richard was thinking about a way to expose Skyline College students, particularly women and minority students, to a variety of themes, including political ones. The grant is for \$2000 and would fund campus presentations by women and minority political figures who would be invited to talk about their background and what they did to get to where they are. They would also answer questions that the students can learn from. He talked to Mark Leno, Wilma Chan and Gene Mullen. Vicki will introduce them and then an emcee would take over from there. They would appear on different days. He would also like to suggest that a trip be arranged for students to go to the capital to shadow the politicians. Arrangements such as transportation and insurance issues would need to be addressed. The funds can be spent on the reception, after the transportation costs are covered. Lori asked who will pay for the politicians' transportation. Richard said if they want the college to pay then it will, but he does not expect them to request that since they all have official cars. Whatever funds are left, he will turn it over to the college.

Student involvement: Richard wants to be the conduit for the project, but wants the ASSC student government to take leadership in coordinating it. Vicki thinks it is a great project for the ASSC. Amory said they have done something like this in previous years. Vicki said for the current ASSC leadership, this would be a good thing. Vicki asked if the money is for this current year or next year. He said he needs to finish the grant this spring and it could be extended. Vicki said it could then apply to the current group of ASSC leaders and that of the fall. Amory will add it to the ASSC agenda and feels that it should be easy to get them to co-sponsor the program, but may be a little harder to coordinate the time.

Program format discussion: Rosie said in 2004, Common Ground hosted a program called "What do you mean you don't vote?" It was held a few weeks before the election and it worked well with 150 students participating. It was a town meeting format and was informal to encourage more dialogue. Students wrote their questions on an index card and ushers collected them and presented them to the speaker. He wants the presentations videotaped, archived, and one of the ASSC leaders to create a template or fact sheet to carry it forward for future programs. He is hoping that eventually it could be a bigger grant request. Vicki said that it is a good idea to think of this as the first round of events as the country gets closer to the 2008 election. Lori said these events could lead up to a big voter registration push. Rosie said that when they did the Common Ground voting event, they held the main event in the Main Theatre, and all sorts of political items, such as the Bill of Rights, were on display in the Gallery Theatre. In order to help students learn they were asked to take the citizen's test. These are all different ideas that could be used. Vicki said it would be a good President's Innovation Fund event. Amory said that now that it is mandated that the college does Constitution Day events and

presentations are done and the ASSC posts literature. She said another event that was held on campus in 2004 was a debate that was moderated by the League of Women Voters.

Discussion on staff involvement: Rosie said if Skyline wants to do something similar to the Common Ground voting event she thinks that the students need help to make sure things happen on time. Their needs to be a planning/training/organizing component for the students and Lori agreed saying that they need a mentor and someone checking on them to make sure things get done. Richard said he will be their mentor. Linda Allen said most of the learning communities are run by faculty and it would be nice if there was some way that a classified staff member could facilitate it. Richard said this program is meant for everyone and agreed it would be good to have a classified person to have a role in it to help faculty and assist the students. Richard asked Linda to suggest a classified staff person to Barbara.

Next steps: Richard said he will meet with Barbara and Amory to talk about the student component. He asked if the college can arrange for students to get credit for this and Amory said it would need to be discussed with other people. He will send a written synopsis of his plan to Amory and she will speak to Luis Padilla and get it on the next ASSC agenda. Vicki gave Richard's description to Amory. Amory will check the ASSC calendar and the campus-wide calendar for possible dates.

Richard said this is a learning process for everyone and he said there may eventually be federal grants available, such as those from the National Institute for Humanities and the National Endowment for the Arts, so we can ramp up from this grant to those. He said perhaps eventually it could include high school students.

Vicki asked if the group wants to construe this project as one that is co-sponsored by SEEED, the Center for International Trade Development (CITD) and the ASSC and the committee agreed and suggested that the Student Activities Office and Classified Council also be included. Vicki said we should lay the groundwork in SEEED and point to that broader collaboration to make that happen.

Amory commended Rosie on her work and asked if there is any kind of event tied into Asian culture during the April 18-19 Diversity Days event since April is Asian History Month. Rosie said that Hafez Modirzadeh has said he would perform any kind of music that SEEED would want.

Next meeting: March 19, 2007.