

Skyline College
Stewardship for Equity, Equal Employment and Diversity (SEEED)
Advisory Committee
January 23, 2006

MEETING MINUTES

Members: Vicki Morrow, Lori Adrian, Linda Allen, Susan Andrien, Amory Cariadus, John Chavez, Donna Elliott, Jacquie Escobar.
Recorder: Linda Ghio

Absent: None

Approval of minutes of November 21, 2005 meeting

The November 21, 2005 minutes were approved as written.

Events guidelines

At the November 21 meeting the committee received Skyline's Event Planning Guidelines, a Checklist for Scheduling a Campus Event, and the November events calendar. Vicki asked the committee to review these documents in preparation for a discussion at today's meeting. Jacquie Escobar questioned a statement on page 3 of the Checklist that reads: "After receiving approval, the event organizer should now contact and reconfirm their related services requirements." She asked if this is just to let people know that it is final or if it is required. Vicki will check with Sandy Irber to see if this is just good practice or if it is a technical requirement.

Follow-up on district EEOC activities

Linda Allen and Jacquie Escobar attended the last district EEOC meeting and said there has been some improvement in the formation of the committee. A committee chair is still needed and they are still trying to decide how to proceed. The committee has made progress in reviewing last year's hiring in terms of diversity, and they plan to do more outreach and research into what other college district EEOCs are doing. They may reduce their meetings to two per semester. Vicki said she talked to Harry Joel about the district EEOC and he said it was not clear to him that there is interest for it and is not sure if there is a clear leader. Linda Allen said that there is interest particularly in working on areas of employment and diversity, but they are not sure about the exact direction they want to take and many of the members are new to the district. Jacquie said that researching what other colleges are doing may help. Donna Elliott added that the district EEOC is supposed to be an advisory group to the chancellor, but since there are not any pressing matters they cannot decide on their direction.

The direction that the district EEOC should take is not clearly defined due to Prop 209, but Vicki said that this would be a good opportunity for the committee to decide which projects it would like to take on and propose them to the chancellor. In spite of Prop 209, Vicki said that the work of the EEOC is in our mission statement and is a value and

philosophy that the district and college embraces. It is also a part of accreditation. The group has the mandate to take action and make recommendations.

Jacque said there is not a member from the Human Resources department on the committee and Vicki said that should be considered. Vicki spoke to Harry Joel about the diversity film. It was presented last year and he would like to train others from the three colleges to present and discuss the film. Vicki will speak to Shirley Kelly to see if CSM would like to be included.

Video on Filipino American students:

Lori Adrian presented “Silent Sacrifices: Voice of the Filipino American Family.” It was developed in San Diego, which has a high Filipino population and a high Asian population in general. The content expressed in the film would likely apply to Skyline students as well. The film discusses cultural transition, language and employment barriers, generational issues, and value differences for parents when raising their children. The situations are stressful for parents because they are trying to encourage their children to get good grades so they can compete in the world and they have concerns about drugs, gangs, and discrimination. Lori indicated that immigrant families from different cultural backgrounds should also be able relate to the issues addressed in the film.

Jacque Escobar suggested that Skyline should do a conference for parents of immigrant families (even though the students are older and typically this is not offered). Lori said an orientation is being planned for the fall which will include parents. Lori concurred with Jacque and said she would like to see more events that involve parent at Skyline. Jacque said that the Puente program does invite parents to attend its events. Lori said there are other films like Silent Sacrifices that pertain to other cultures that could be shown and would be a springboard for other discussions and Skyline should be mindful of this as we discuss campus climate. Vicki said we may want to present this film as both faculty and counselor flex day events. Jacque and Lori suggest that it be shown as a student services in-service presentation. Lori suggested that we acquire several different films and present a film festival. The films should be no longer than 30 minutes and could be presented in a one-hour timeslot, followed by a discussion session. Short films are best – a one hour event could feature a 30-minute film followed by a discussion. Lori would assist in identifying films that would be appropriate. The SEED committee approved the idea.

Table of Diversity-Related Events Planning for Spring Semester

Vicki Morrow distributed a table entitled Diversity-Related Events Planning for Spring Semester to the committee and thanked Belinda Ho, Lori Adrian’s assistant, for compiling the table. Vicki asked the Skyline managers to identify events happening this spring to see if there is a good array and to see how these events can be supported. The committee reviewed the table and noted the following additional items:

- Amory said that Tommie Smith, a member of the 1968 Olympics gold medal team, will be a featured speaker at the Speak Out on Racism forum on February 1.

- Jacquie said that the Latino American Student Organization (LASO) would like to celebrate Cesar Chavez day in March and Cinco de Mayo.
- Amory said Filipino students and Kababayan will do a Filipino cultural night (date to be announced).

Lori would like to see events that celebrate black history, women's month (which features the WOW Women on Writing conference), and Asian-American month in April. Amory would like to see more events that honor particular cultures and Linda Allen suggested we work more closely with Tony Jackson. Amory is checking with him and Vicki suggested that we ask him if he needs any support. Amory said that the Black Student Union is planning a concert in February and Vicki asked Amory to report back to the committee on this event. Linda would like to see an outdoor event for each holiday. Lori suggested that the SEEED committee may want to consider a comprehensive event that celebrates all cultures and promotes diversity awareness at Skyline. Food and entertainment, workshops, films, and classroom discussions related to diversity could be a part of the celebration. She said that her previous institution, San Diego Mesa College, held such an annual event called Festival of Colors. Another person indicated that the College of Marin holds an annual unity day. The associated students coordinate the event and hold an international food sale, and there are multi-cultural dances and guest speakers throughout the week. Lori said an event like this needs administrative support, should be tied to instruction, and over a two-day period. She recommends holding it on a Tuesday and Wednesday. If we want to hold an event like this in the fall, we need to make the commitment this semester so people recognize that it would be held and so faculty can structure the curriculum accordingly and books can be selected for the learning communities. A suggestion was made that the event be held on a Tuesday and Wednesday.

Vicki suggested the group submit a proposal to the President's Innovation Fund to fund the project initially and then it would be funded out of the budget after that. Vicki suggested that SEEED develop the event over the next few meetings and be ready to hold it in the fall. Linda will create a briefing piece for the committee to refine at its next meeting. The committee needs to determine additional people who should be involved, create an action plan, review potential dates, and determine facilities needs. Regarding event location, Vicki said while it may be a challenge to find a site that does not interfere with construction and is not impacted by the weather, people tend to like outdoor events when they are in a highly visible location. She suggested we consider holding future events in the cafeteria in the new Student building. Vicki suggested involving the Academic Senate and John Chavez said that the senate could identify one or two books. Vicki asked Linda Ghio to post this on the SEEED link on the Skyline website.

Proposed campus policy on "discriminatory speech"

Susan Andrien called Harry Joel to talk about the mutual respect policy and he will follow-up with her when more work has been done on it. Linda said that the task force met but they could not reach a decision and it will be discussed at a future District Shared Governance Committee meeting. A draft of the policy was created and approved by certain constituencies, but some of the groups at CSM have not approved it yet or may

not approve it at all. Lori said the courts will likely strike it down because it violates free speech. Some schools are referring to values of community, rather than discriminatory speech. As a values statement it is not disciplinary, but rather identifies a cultural value, and thus provides a strong foundation, and a talking reference. Susan will find out what is happening at the district level and report back to the group. Vicki said that next fall, once we complete our educational and facilities master planning work, it will be timely to revisit our vision, mission and values to see if they are current. This work is tied in with our accreditation self-study. Because of the bond passage this spring, there is going to be district-wide master planning with an architectural consultant firm to help us plan our projects and we should be able to generate a good list. Some are projects that could not be accommodated within the funding from the first bond. Colleges typically do educational planning first and then decide what facilities are needed. Skyline is going to do a very streamlined version of master planning using college data so that our educational planning will be one step ahead of the facilities planning. At the end, Skyline will be in a good position to really evaluate its goals, mission and values because we will have completed the educational and facilities master planning project first.

College Governance Model and the role of the MOT Alumni Group

Vicki commended Donna Elliot for her help in developing the redrafted Thematic Governance Model and committee reporting diagrams, which were distributed to the committee. The model lists the committees and reporting lines. The Thematic Governance Model provides a description of campus committees, themes, and overarching committees with the College Council at the center. Susan suggested adding Student Learning Outcomes Assessment Cycle (SLOAC) under institutional effectiveness. Only governance committees should be listed so Auxiliary Operations (CASAC) as well as the Institutional Leadership Team (ILT) will be removed. Lori will check on the Financial Aid Committee listed to see if it should be removed. The committee suggested moving the Emergency Response Plan committee to the Facilities and Operations theme. A second graphic entitled Committee Reporting will help the college to decide about whether we want to do any streamlining of committees, such as merging Health & Safety with the Emergency Response Plan committee. The Committee Reporting diagram was created to show to whom the committees report. The committees in green advise College Council and then the president. Committees in purple advise the president directly (i.e., Campus Change Network). The committee suggested that a two-line heading be added at the top left that would read District Committees and Councils followed by Other Committees on the second line. A suggestion was made to add SLOAC to Academic Senate, but this would need to be verified. Since this diagram focuses only on governance, advisory committees will not be included.

Multicultural Center Information

Lori had asked Amory Cariadus to write a synopsis of what activities will take place in the new Student Services Community Center. That summary of programs was distributed to the committee. The request for this summary was made by some of the groups such as Puente wanted to know if they will be able to use this space. There are no fixed or pre-assigned rooms for specific group meetings; the space will be shared. It is an excellent location for meetings, discussions, and video presentations and a resource space

for multicultural information. There will be a large room on the second floor that can be divided into sections. Donna Elliot asked if there will be a room where groups can leave books and display posters on a permanent basis, as well as space to put multicultural flyers and information. Amory said there will be some display boards, but not enough for each group. There will be lockers for the groups to store their supplies. There will also be permanent art on display. The committee would like to have guidelines created for posting information. Vicki said that tack boards should be put up so that flyers are not taped to the glass. Lori suggested installing locking tack boards or outdoor kiosks. Vicki would also like to see tack boards installed in Building 1, even though the building will eventually be redesigned, in order to preserve an academic appearance to the building.

In reviewing the program summary, Susan Andrien noted that since she has established the peer mentoring program for TRIO that perhaps she and Amory could coordinate the program together so the two programs. Amory and Susan will review the program at a later date to see if the peer mentoring concept that is planned for the new center does not compete with the existing TRIO program.

Next meeting

The next SEEED committee meeting will be held on February 27, 2006 in Room 1319.