

Recruitment & Retention Organizing Committee

Meeting Agenda (**MINUTES**)

Friday September 28, 2018 | 10AM-12PM - Meeting Room A

Call to order - Called to order at 10:04 AM by Suzanne

Roll Call

- Activism & Advocacy Chair: Mina Acebu (Present)
- Board Chair: Suzanne Vue (Present)
- Campus Community Chair: Quinton Cabellon (Present)
- Finance Chair: Alia Cortez-Bridges (Present)
- Recruitment Chair: Raudel Carillo, Alternate Representative (Present)
- Retention Chair: Alicia Garcia (Present)
- Secretary: Dave Ivan M. Cruz (Present)
- ASUCD: Ko Ser Htoo (Present at 10:13 AM)
- GSA: Vacant
- Student Affairs: Cirilo Cortez (Present)
- Ex-officio:
 - aa Valdivia (Not Present)
 - Krissy Ocampo (Present)
 - Liliana Robles (Present)
- Student Assistant: (Naman & Cinthia Present)
- Community members:

Minute Approval

- N/A - no previous meeting minutes to approve

Adoption of the Agenda - with flexibility

- **1st Dave**
- **2nd Quinton**
- **8 (Yes)-0 (No)-0 (Abstain); motion passed**

Finance

- [Budget 2018-2019](#)
 - Krissy provided an update on the 2018-19 Budget.
 - More funding was donated by the Whittle Family).
 - More interest from FACE Initiative
 - More income earned last year.
 - The budget takes into account the money that will be saved from not having an SRRC Operations Director.
 - **Mina moved to approve the 2018-19 Budget (1st)**

- **Quinton (2nd)**
- **8-0-0; motion passed**
- Proposals
 - Native Orientation Support (**preapproved by RROC**)
 - Quinton provided an update on the NOS.
 - “I Am A Transfer Student” T-Shirt with TRC (\$440 funding request)
 - Where would the shirts be given?
 - During Transfer Take-Off in the coming weeks
 - How many total shirts?
 - 100, to be split between TRC & SRRC
 - **Alia moved to approve the proposal (1st)**
 - **Quinton (2nd)**
 - **8-0-1; motion passed**
 - Academic Assistance & Tutoring Specialist Office Hours in SRRC Conference Room
 - Specialists would be inviting students to provide academic and tutoring assistance. Request is to provide a space to conduct the aforementioned services.
 - **Dave (1st)**
 - **Quinton (2nd)**
 - **9-0-0; motion passed**
 - Filipino Empowerment Day (UC Berkeley Conference) (**preapproved by RROC**)
 - Meet the Blacks Cookout (**preapproved by RROC**)
 - Douglass Middle School Weekly Outreach (**preapproved by RROC**)
 - SEA Retreat 2018-Mentor’s Formation (**preapproved by RROC**)
 - SEA BBQ (**preapproved by RROC**)

Unfinished Business

New Business

- RROC Norms & Expectations
- RROC Roles Confirmation
 - GSA Representative is still vacant. Suzanne will be sending out an email to AVC Atkinson.
 - **Dave moved to approve the RROC Roles (1st)**
 - **Alicia (2nd)**
 - **8-0-1; motion passed**
- Staff Manual
 - RROC has presented and discussed this during All-Staff Training and that all-staff were provided the opportunity to voice out their concerns, to make suggestions.
 - SDs Task: Make comments, if any, to the Staff Manual by Tuesday
 - Tabled for review and voting next meeting
 - Quinton: Will edits be reviewed by all-staff?

- Columbus Day Shut Down - Monday, 10/8
 - [Protocol for Shutting Down the SRRC](#)
 - **Alia moved to shut down the center on Columbus Day, Monday, 10/8**
 - **Alicia (2nd)**
 - **9-0-0; motion passed**
- COSAF - Report & Presentation
 - Report Due Friday, 10/12
 - **Presentation Friday 10/19, 11:30am**
 - Need student presenters; career staff may also help present.
 - Alia and Krissy will be leading the presentation, Ko also extended their help.
- Police Accountability Board nomination
 - RROC/SRRC Representative is needed in the Police Accountability Board.
 - Nominating: Mina Acebu

Committee Updates

- Activism & Advocacy:
 - Hoping to start an Advocacy Committee - will send out meeting tool soon
- ASUCD:
 - Debrief from 2017-18 Academic Year at the ASUCD, elected a new Pro-Tempore Senator.
 - Meetings are Thursdays at 6pm in MU Mee Room (3rd floor)
 - Sunset Fest is tonight!
- Board:
- Campus Community:
 - CUAB Meeting (October 12)
 - Lunch with the Chancellor (November 5); Follow-up Meeting (November 9)
- Finance:
 - In-contact with Angela on starting the grant process.
- GSA:
- Recruitment:
 - First meeting is this Monday, 10/01.
 - College Application Mentorship Program (CAMP) for students applying to colleges is on the works.
 - Recruitment coordinators moving from Memorandum of Understanding to Letter of Understand, smoother and more localized process
- Retention:
 - No set-up times for committee meetings.
 - Subcommittees focusing on some Holistic Initiatives.
- Secretary:
 - Meeting on Monday, 10/01 (SRRC Conference Room) 6-7 pm
 - VIP Applications are being finalized and will be up for approval on 10/01.
- Student Affairs:
 - Satisfaction Survey from Student Affairs will be sent to students and staff in October

- Remind students about new requirement to submit proof of registration/classes
- Hispanic Institution Task Force
 - Goal: Campus-wide movement to inform how being an Hispanic Serving Institution may affect other communities.
 - Engagement Groups will be facilitated.
 - Efren Diaz and Alicia Garcia -- Student Representatives.
- Strategic Retention Initiatives
 - Working on hiring a Director of API Retention Initiatives
- Career Staff:
 - AVC Student Life, Sheri Atkinson has shared vision of the portfolio with all units - SRRC must submit report sharing how we currently help achieve the visions
 - CRRC Staffing updates
 - SAPEP
 - Working on report, due Oct 31

Community Updates

- African Diaspora
 - BSU had their GM. Largest outcomes
 - BSU + other Black Communities collaboration on BBQ.
 - Afro-Latinx-Chicanx Club unofficial partnership with Mixed Heritage group.
- American Indian/Native/Indigenous
 - CCC has restructured. Four student coordinators for PowWow and Community Coordinators.
 - AISES (American Indians Science and Engineering Society) -- Collaboration with AIRR; AISES sending representative for research presentation
 - Fostering leadership among Native Community
 - Beading activities; Native American graduation
- Pilipinx
 - Fil-Am Fall Welcome Week activities during Week 1
- Transfer & Non-Traditional Students
 - Fall Welcome Tabling was a success; talked to approximately 500 students across different tabling events.
 - Transfers seem excited about the year. More transfers show up at the center either for different purposes (e.g. check-in with Student Director, study, chill).
 - Collective Fall Meetings: Thursdays, 7:30-8:30 PM at the SRRC Conference Room.
 - Fostering relationships with OWL, DTSA, VSS, TRC
- Graduate Students
 - Graduate Student Orientation was a success
 - GAAAP hiring information has been sent out
 - Graduate Diversity Officer for STEM -- Interview process.
- Southeast Asian
 - SEA BBQ last Monday (more people than expected)
- Latinx/Chicanx

- Works on outreach proposals for schools.
- Works on Chicanx/Latinx Retreat (debrief with other staff); applications were sent yesterday.
- Went to aa's class to present about SyL.
- Bienvenida was a success.

Announcements

- CRRC Executive Director Search & Open Forums
 - Monday, 10/1
 - Thursday, 10/4
 - Monday, 10/8
- Police Town Hall - Monday, October 15, 2018
- Staff (Front Desk Shift Sign-Ups due Sunday, 09/30)
- MU Open House next week.

Adjournment

Adjourned at 11:48 AM by Suzanne