

Recruitment & Retention Organizing Committee

Meeting Agenda **MINUTES**

Friday October 12th, 2018 / 10AM-12PM - Meeting Room A

Call to order - Suzanne called the meeting to order at 10:10 AM

Role 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: Faby Camacho (Present)
- Retention Chair: Alicia Garcia (Present)
- Secretary: Dave Ivan M. Cruz (Present)
- ASUCD: Ko Ser Lu Htoo (Absent)
- GSA: Pending
- Student Affairs: Cirilo Cortez (Present)
- Ex-officio:
 - aa valdivia (Present)
 - Krissy Ocampo (Present)
 - Liliana Robles (Present)
- Student Assistant:
 - Naman (Present)
- Community members: N/A

Minute Approval

- [Friday, October 5th, 2018](#)
 - **Mina moved to approve the minutes.**
 - **Alicia seconded**
 - **8-0-0**

Adoption of the Agenda - with flexibility

- **Quinton moved to approve the agenda w/ flexibility**
 - **Alia seconded**
 - **8-0-0**

Finance

- [Proposal](#)
 - Some questions have come up about holistic initiatives
 - Why is there not a “Life After Community College Success” option?
 - Recruitment Committee discussion

- **Pre-approved Proposals**
 - Pilipinx Empowerment Conference 2018: Redefining Pilipino/a/x
 - CARE (Companions Always Ready to Empower) Mentorship Program
 - CARE Info Nite
 - Transfer Hours
 - Fil Am Joint Study Hall
 - Pilipinx Empowerment Conference (PEC) Mentors Retreat
 - BlaqOut Weekly Meetings
 - Little Manila After School Program (LMASP) Outreach
 - Aggie Transfer Shadow Days | Fall 2018
 - Collective: Transfer Community Meeting
 - Campus Visits; Tour and Student Panel
 - Native Movie and Game Night
 - NCPASA General Body Meeting

Unfinished Business

- CRRC Candidate
- Faby and Suzanne have been attending student luncheons
 - Candidate 1 - Joyce
 - Experience in community college spaces
 - Very confident
 - Faby:
 - Questions were not fully answered
 - Suzanne:
 - Talked a lot about equity
 - Mentioned good interpersonal relationships with students
 - Not sure where this specifically connected to CRRC description
 - Candidate 2 - Shonte
 - Suzanne:
 - A lot of experiences; worked for UCSCs Multicultural Center
 - Eager to learn about how to improve space and communities
 - Working towards completing PhD.
 - Realistic expectations towards job, etc.
 - Faby:
 - Approachable on conversations.
 - Candidate 3 - Mayra
 - Faby:
 - Talked about her experiences but didn't leave much room for questions at the end
 - Got a clearer understanding of her vision for the role

- On Candidate 2 vs. Candidate 3: do we want change quickly and or more slowly?
 - Suzanne:
 - Ready for the job given the experiences; however, conflicted between Candidate 2 and 3 given their expertise in different areas that highly relate to the job as CRRC Director.
- If Mayra gets it, the conversation as to what/when the timeline for hiring a new Operations Director will start.
- Faby (insider's perspective of having the chance to work closely in the past with Mayra); Suzanne (outsider's perspective of being new and not being able to work as often with Mayra)
- Mina: Timeline after luncheons?
 - Krissy: Submit feedback to the Chair of the Hiring Committee by this coming Wednesday. Goes directly to Head of Recruitment and will be reviewed. The committee makes a final recommendation which will go to Sheri. There will be negotiations and potentially an offer made and announced by the end of October / beginning of November.

New Business

- Fall Celebration
 - Discussion on Thanksgiving events
 - Dave: Collective wanting to have a Thanksgiving event, but wanting to include the conversation and history on the issues surrounding Thanksgiving / Indigenous folx on this day.
 - aa: Other communities have their own events, can we have one large SRRC community event?
 - Quinton: AIRR's event is open but has hesitations on inviting too many people that might take up space. This year AIRR's event will likely be November 8th
 - aa: Are we all going to be having different versions of this event as well? Will be brought up within Admins as to what will be done this year
 - Faby: Having conversations about hxstory, etc.
 - Alia: SRRC Staff?
 - Alicia: Would be good to have an event for those that aren't able to go home during that break
 - Dave: The facilitation is dependent on who decides to host it whether it may be on the day of or a weekday/end.
 - aa: Logistics (if hosted during the break may be difficult when campus is closed) What would that process / space look like?
- The Front Desk
 - Faby: Desktop is slow. Is it time to replace it?
 - Liliana/Krissy: Budget has \$6,000 for supplies (which computers would fall under)

- Faby: to follow up
- Staff Concerns
 - Tech checks
 - In Service
 - Staff absences at mandatory monthly meetings.
 - What happens for missing these?
 - Some comments: “This is a waste of my time” from returning staff
 - How can we make this better in the next months?
 - Overall, first In Service needs improvement.
 - Attendance
 - Mandatory as stated after interviews, hiring, etc.
 - Would non-attendance and no prior notification constitute a check or a verbal warning?
 - Moving Forward:
 - Planning documents on the drive
 - Community advisors may assist.
 - Suggestions have been made by staff
 - Committee Meeting Times?
 - ASWT Working Meeting
 - Community Program Updates to the SRRC.
 - Assign SDs for future In Services
- [SRRC Shutdown Protocol](#)- Follow up

Committee Updates

- Activism & Advocacy:
 - PAB will be meeting next Wednesday
 - Yesterday was the Grievance Fest hosted by a few organizing groups (USAS, SDS, etc)
- ASUCD:
- Board:
- Campus Community:
 - First CUAB Meeting for the year.
 - Will provided an update from the crimes that RROC had inquired about.
 - Anti-Semitic Flyers: Letter of Solidarity
- Finance:
 - Grant applications and flyers are now out!
- GSA:
- Recruitment:
 - Waiting on CAMP Flyer, then promotions.
 - Outreaches are happening, some still trying to connect to schools
- Retention:
 - Met last week, split into subcommittees, will be meeting again in 2 weeks to discuss plans and goals for the rest of the year

- Working with ICC on diversity in careers panel
- Secretary:
 - Admin Committee Meeting (Oct. 15, 6-7 PM, SRRC Conference Room)
 - First VIP Information Session (Oct. 25, 6-7 PM, SRRC Lounge)
 - Will be sending out an email to all staff about some specifics on what to do that day, don't necessarily have to close center for event
 - 16 Applications (5 BRIDGE, 4 SOL y LUNA, 2 CV, 2 ACE, 1 Each (Graphics, General, GAAAP) based on first choice applicants)
- Student Affairs:
- Career Staff:
 - Krissy: finishing report to be sent to Council on Student Affairs Fees
 - What did we spend money on last year, why is our programming important, how many students did we serve, etc.
 - Presentation will be next week (prefer to present 11:30-12pm)
 - Krissy: SCC posting policy
 - Need to follow protocol on information that should be on it as well as where we can put posters/flyers (ie we can't put on architectural designs)
 - But we can if we get prior approval - otherwise they will/may take them down

Hello Mayra,

Thanks for your email. I've included the posting policy from our SCC Building Operations Manual. My understanding has always been that the centers are able to decorate their interior windows with signs/posters using blue painters tape. I recall Griselda initially wasn't too fond of that idea but it was felt a good compromise to allow the centers to promote upcoming events. I feel it is important though that we do not have large banners or posters hung outside of the centers in the public space unless approval has been granted in advance.

Please let me know if you have any questions.

Take care,
Rebecca

POSTING GUIDELINES:

- a. Campus policy states that no poster, banner, handbill or any other form of announcement or statement may be placed on, attached to, hung from, propped against or written on any structures or natural feature of the campus such as walls, doors of buildings, windows, restrooms, balconies, the surface of walkways, roads, fountains, posts, columns, waste receptacles or trees.
 - i. Wall acoustic material may not be used as a posting surface/bulletin board.

ii. Posting signs, flier's handbills, or any other form of announcement may be placed on SCC bulletin boards.

iii. Only one sign per event/activity per bulletin board

1. Announcements of activities sponsored by campus organizations or departments are to be no larger than 11" x 17".

2. Personal ads of students, faculty and staff are to be no larger than 8 ½" x 11"

3. Off campus event materials are to be no larger than 8 ½" x 11"

4. All posted material must clearly indicate the name of the sponsoring department, organization or person.

5. No commercial materials may be posted

6. Organizations or persons posting or exhibiting materials with in a language other than English must file a translated copy with Center for Student Involvement and SCC management.

iv. Table tents and banners must be approved in advance by Facility Manager

v. The brochure racks located below the plasma screens are intended for student & departmental use.

vi. For more information on campus posting policies:
<https://ucdavispolicy.ellucid.com/documents/view/375/395/> ;
<https://csi.ucdavis.edu/policies/posting-policy/>

SRRC Posting Procedure (as voted on by RROC 2016)

SRRC Posting Guidelines:

must reflect mission of SRRC and/or represent any of the 7 community programs

SRRC Posting Procedures:

Posting artwork, posters, etc, on public windows or walls of the SRRC can happen in 2 ways...

1) students come in asking us to post their event information OR the department sends it to us via intercampus mail; whomever receives the poster or mail can ask SDs or career staff if we can post it and where

2) community program staff of the SRRC can create and post materials in the SRRC as they please

Community Updates

- ACE
 - BCR (10+ Mentors)
- AIRR
 - 16 RSVPs for bowling event - some freshmen and new community members
 - UCD Division of Agriculture and Natural Resources naming different wheat after Native tribes

- Assistant Director of Admissions, Director of NARI, and others - calling in the situation for using tribal affiliations without consent, and potentially going to patent
 - NASU and AIRR will be following up on issue
 - NASU had good turn out at movie night this week
 - BRIDGE
 - First General Meeting last night (good turnout, many first years)
 - Get people interested in BRIDGE, the SRRC, and the VIP Program.
 - Different events along with the Fil-Am Community
 - Filipinx American Hxstory Month -- Various celebrations on campus, online, etc.
 - Exhibit to be ready on Monday.
 - COLLECTIVE
 - Transfer Community Meeting (Oct. 25)
 - 7:30 PM-9:15 PM
 - SRRC Lounge, not Meeting Room D
 - Discussed Retention-Related Things
 - Hiring recruitment will start Fall for Winter and Spring for Retention Coordinator.
 - Next Collective Meeting will be a work night for TCM.
 - More proposals will be coming through (Staff Bonding/Retreat, etc.)
 - ASUCD TRV (transfer, reentry, veteran) Committee → intentions of being reestablished
 - GAAAP
 - A couple of proposals that she will be working on.
 - Soc. Sci. and Humanities Panel on the works.
 - Plans on doing a Grad Mixer
 - First event: Zumba + Work Night next week.
 - Hosting graduate student retreat at SRRC Lounge (Nov. 4)
 - Will be meeting with GSRs today
 - SAFE
 - Mentor Formation last weekend
 - SEA Retreat
 - CARE is coming in two weeks
 - Recruitment Coordinators are set to go.
 - SOL y LUNA
 - Chi/Lat Empowerment Retreat is next week.
 - Last night was work night for them to put logistics together.
 - Communicating with Chi/Lat community to utilize SRRC grant
 - Met with Cirilo to discuss retention plans

Announcements

- Alicia: HSI Task force will be hosting a student panel in December
 - Look out for an email

- HSI label impacts more than just Hispanic/Latinx

Adjournment Suzanne adjourned the meeting at 11:50 AM