Recruitment & Retention Organizing Committee

Meeting Agenda MINUTES
Friday December 7th, 2018 | 10AM-12PM - Meeting Room A

Call to order - Suzanne called the meeting to order at

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; Left at 12:01 PM)
- Recruitment Chair: Faby Camacho (Present; Left at 12:14 PM)
- 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: (Cynthia and Naman are Present)
- Community members: William Sampson, Student Advisor to the Chancellor

Minute Approval
- Friday, November 30th, 2018
- Mina moved to approve the minutes from 11/30/2018
  - Quinton seconded
  - Motion passes 8-0-0

Adoption of the Agenda with Flexibility
- Mina moved to approve the agenda w/ flexibility
  - Dave seconded
  - Motion passes 8-0-0

Finance
- Budget Amendments
  - SAFE Staff Retreat
  - Adding hours to the fleet cost
  - Increasing cost of meals to $25/person
  - Alia moved to approve the budget amendment for SAFE Staff Retreat
  - Quinton seconded
- 7-0-1 motion passes
  - BRIDGE Our Legacy is Social Justice
  - Quinton moved to approve an additional $50 for BRIDGE: Our Legacy is Social Justice Event
    - Dave seconded
    - Motion passes 8-0-0

- Mid-year Budget - Quick Update
- 3-year Projections
  - $15 by 2022 (Student Wages)
  - Carryforward per year depends
  - Payroll = Student Affairs? (Make Recommendations)
  - What are things that we can do right now?
    - Share programming food with each other especially if there is leftover
  - Something may have to go
    - Future: What is the need, the impact and intent in terms of programming? Allocation?
    - Consider efficiency and sustainability of programs
    - Growth projections
      - Populations
      - Programs
      - Staffing
  - What are our priorities as SRRC?
  - What is happening on campus?
    - There are 3 (4 soon) Retention Initiatives on campus - what does that mean for what work we do versus what work our campus partners do?

Student staff positions for hire

Unfinished Business
- Staff Concern(s) and Affirmations
- Post-Event Reflective Summaries - absolutely need to be submitted by Friday, 12/14
  - Remind all staff with missing summaries
  - Missing Summaries = No card use

New Business
- Student Staff & Career Staff Evaluations
  - Would probably be due on Week 1 of WQ19
  - Suzanne - send out an email with Career Staff Evaluations
  - Incorporate Peer evaluations over 1-1, staff, or committee meetings
- SRRC Operations Director
  - Job Description
  - Mina moved to approve the Operations Director Job Description with the updates.
    - Faby seconded
Motion passes 7 (yes)-0-1 (abstention)

**Hiring Timeline**
- Internal v. External candidates
- SRRC is so specific in terms of its purpose and mission.
- Quinton moved to approve the Hiring Timeline with the comments
  - Alicia seconded
  - Motion passed 8-0-0

**SRRC Student Staff Hiring**
- **Job Descriptions**
  - Programs may either remove or add or change positions (in consultation with assigned community advisors)
  - SDs are Hiring Chairs unless applying to return.

**Timeline**
- **Campus Closure Pay Next Steps** (as it relates to student employees)
  - Suggestion:
    - Front Desk; Scheduled Meetings (Staff, Committee, 1-1s), In-Service
      - Scheduled Meetings (don’t claim if already claimed)
    - Put these pay on next pay period (review timesheet with career staff)
  - Quinton moved to approve to pay hours during campus closure for front desk shifts, in-service, and scheduled meetings.
    - Alicia seconded
    - Motion passed 8-0-0

**Winter Quarter RROC meeting schedule**
- 1st RROC meeting would be Friday, January 11, 2019 at 10am in SCC Meeting Room A.

**Winter Quarter ASUCD Elections**
- Community representation, slates, candidates
- Other ballot initiatives
  - Unitrans referendum
    - 20% of undergraduate population needs to vote
      - 60% of voting undergraduates must vote yes for it to pass.
    - Mina will send presentation to RROC

**Equity Summit**

**Committee Updates**
- Activism & Advocacy:
  - Donations to SPEAK (diapers and baby formula)

- ASUCD:

- Board:

- Campus Community:
  - Dinner at the Chancellor’s house.
  - Next Meeting: Bring up food stamp accessibility.
  - Addressing Task Force priorities (food and housing insecurity, etc)
- **Finance:**
- **GSA:**
- **Recruitment:**
  - Middle School Outreach and generally, they are done for the quarter.
  - Theme for Aggie Senior Weekend is being determined.
- **Retention:**
- **Secretary:**
  - Meeting over Winter Break
- **Student Affairs:**
  - Campus Open Forums will be hosted next week for the VC position.
  - Student Life Hiring
    - CCC Director process in January 2019
    - LGBTQIA+RC Director opening in January.
- **Career Staff:**
  - Krissy
    - Attending UC Cultural Centers meeting this Monday 12/10
  - aa
  - Liliana

## Community Updates
- **ACE:**
- **AIRR:**
  - De-stressing events tonight.
- **BRIDGE:**
  - Study jam with VIPs
  - Fil Am President Meeting
- **COLLECTIVE:**
  - Hiring process sometime over Winter Break
  - Extend apps for Retention Coordinator until 1/7
- **GAAAP:**
  - Interview for GAAAP happened.
- **SAFE:**
  - SAFE as support than lead to SEA community
  - Mentor’s Formation for SEAYC
- **S.O.L. y L.U.N.A:**

## Announcements

**Adjournment** Suzanne adjourned the meeting at 12:23 PM