

LRSA Executive Board Meeting: Minutes

Mel's Diner – Howe Ave.

August 10, 2016

7:00am

Members

Present: Denise Booth, Peter Bowman, Sam Coquerille, Katie DeLeon, Yolanda Garcia, Karen Hubbard, Gen Siwabessy, Cindy Velez.

Absent: Kim Goff and Becky Halligan

Minutes

- I. Call to Order: 7:08am
- II. Introductions
 - a. Welcome – Karen & Yolanda
 - b. Thank you – Gerald & Salena
- III. Approval of Agenda: Approved as is
- IV. Approval of Minutes: June minutes approved. No July meeting.

- V. Reports
 - a. Site Reports & Membership Changes
 - i. ARC—Chad Funk exiting; Jason Ralphs new A&R Supervisor; Fong Vang from SCC is the new Student Services Supervisor (DSPS); lots of movement among Deans/Interim Deans.
 - ii. CRC—new Deans (CTE and Student Services) and new Interim Deans (Athletics, Business, and Institutional Research)
 - iii. DO—Theresa Cuny promoted to Dolly Green's old position as the interim. Daniel Cueva to serve as interim in Theresa's old position. DO currently in hiring process for Kris Backus' position and a permanent HR Director.
 - iv. FLC – Christopher Raines returns to Custodial & Receiving Supervisor, Melissa Williams is the Director of Operations which is a position converted from the Operations Supervisor position, Sharisse Estomo new Student Services Supervisor (EOPS/CARE/CalWORKS/DSPS). Lots of classified resigning in order to take on full adjunct loads.
 - v. FM—Director of Planning is retiring.
 - vi. SCC—Hiring for President continues, Frank Malaret will serve as Interim Davis Center Dean. VPI retiring.
 - b. Policy Reports
 - i. Retro Update-LRSA will received 5% one-time only, there are funds to carry over to next year. Not enough COLA to help with ongoing salary improvement. LRCEA will received 6% one-time and 2% on going and LRMA will receive 4% one-time. Theresa Matista to send out more information later.
 - ii. Stability & Enrollment-District looking at a districtwide model of outreach recruitment. Los Rios will be sending one districtwide magazine with messages from each of the Presidents. Supervisors should consider how

we can put out ideas regarding outreach and recruitment. Due to drop in enrollment, Public Safety Center asked to offer more courses. There is a push in apprentice programs.

VI. Action Items

- a. New Supervisor Orientation – Lunches ordered, Brenda Balsamo and Rachel Paschane to cover contract piece, each attendee to receive a binder, Accounting will provide info regarding budget, team building exercises will take place, review of general LRSA topics, recognition of those who promoted from staff to Supervisor, roll of out of Mentor program.
Funding for lunch, Starbucks gift cards for mentors, and snacks requested and approved by unanimous vote.
- b. Membership Dinner – 32 RSVP's
Funding for dinner (\$1455.30) and raffle prizes (\$400) requested and approved by unanimous vote.

VII. Discussion Items

- a. Joint Job Study Committee – Student Services out for review now, LRSA to keep an eye on clustered Supervisor roles to ensure that responsibilities aren't overwhelming. Next will be Counseling, Admissions, Student Life and then moving on to the Business and Finance job family.
- b. Website Development-Justin is done, he hit his 10 hours. Genevieve proposed to contract another two hours to write up instructions in order for further editors of the site to refer to when making changes/updates.
Request for funding approved by unanimous vote.
- c. LRSA Fall Training—There is a large push for Equity training to be done. DO will be hosting a district-wide diversity event with speaker Kimberly Papillion.

VIII. Public Comments + Announcements: none

IX. Future Agenda Item Requests: send to Gen

X. Next Meeting: September 14, 2016

XI. Adjournment: 8:09am