****Los Angeles Community College District

CalWORKs Directors Meeting

Thursday, August 21, 2014

*(Annual Spring Retreat)*

Minutes

ATTENDEES: Blanca Barajas (LASC), Rey Garcia (LACC), Gina Chelstrom (ELAC),

Sorangel Hernandez (LACCD), Angela Aghajanian (LAMC), Ellie Rabani (LAVC), Abbey Klein (Pierce), Mercy Yanez (LAHC), Cecelia Schumake (WLAC), and Linda Cole (LATTC)

SPECIAL GUEST**:**

Heemanshu Bhagat (Presenter: “Center for Internal Change, Inc.”)

The meeting was called to order at 0945.

WELCOME:

Blanca extended greeting to all and acknowledged that this would be Abbey Klein’s last retreat with our group. Abbey will be retiring and we will greatly miss her leadership, advocacy, and expertise.

OVERVIEW OF AGENDA:

Blanca distributed and reviewed the agenda.

LEADERSHIP TRAINING: “What’s My Style?”

The presenter, Mr. Bhagat, guided us through a process that enabled us to identify our own personal style of behavior in the workplace. We, ultimately, were able to recognize our management styles. He emphasized that although one characteristic was more dominant than others, everyone possesses all of the human behavior characteristics (dominance, influence, steadiness, and conscientiousness) examined. For the purpose of collaboration, we discussed the compatibility of management styles.

LUNCH

BUDGET REPORT:

Sorangel stated that she checked with Jeanette Gordon, LACCD Chief Financial Officer/Treasurer, and Ms. Gordon does not have a designee for signature, when she is unavailable.

Angela stated that the colleges contribute to the District Office and need a projection of expenses for 2014 -2015. Sorangel acknowledged that she has that information available. She will send the projections prior to the September meeting.

Almost 50% of the campuses have additional salaries to be considered in this year’s budget; as well as COLA (4%) and contractual salary increases. This lead to discussion on the feasibility of funding Jesus’ position.

Per Sorangel, she has spoken to Jesus and he is no longer planning to retire.

Abbey inquired as to whether or not a Jesus has had a performance appraisal. Sorangel responded that he had not had an evaluation in a couple of years.

All agreed that we needed to assess his current duties (creates binders, assist with invoices, and generates reports) and whether or not these are duties that Sorangel can absorb or would it be more prudent to hire a work study employee. Further investigation is need in this area.

Jesus’ position is with the District Office and not CalWORKs. As stated by Abbey, how we effectively utilize our campus dollars is the real issue.

Mercy stated that the District Office needs a program plan that connects with our program sot that we can justify the cost.

Funding dynamics have changed. The Chancellor’s Office sends the funds to the colleges not the Districts. We need to include Chito in this conversation. It was agreed that a subcommittee be formed to draft a letter to the District Office addressing our budgetary concerns and future commitments. This needs to be done in a very timely manner. Suggested wording: “willing to fund until December, 2014.”

Blanca summarized as the follows:

* CalWORKs did not receive any restoration funds for 2014 – 2015 (which equates to an allocation of 95% of the previous budget). With the existing and new commitments that are projected, some campuses cannot afford to contribute to the DO as they have in previous years.
* We will fund Jesus’ position until December.
* Invite Chito to discuss (September meeting).
* We should, also, discuss this action withno9ur respective VP’s.

Angela reviewed the cost for additional professional development for the winter retreat. All agreed that it was better to move it from November to January. The estimated cost would be $5000. The cost of materials is reduced when the quantity is larger.

DISTRICT ACCREDITATION:

Sorangel explained that a process for comparing the quality of improvement from last year to the current year was needed; need to create a plan that will assess and track improvements. She will send a survey to everyone, tomorrow.

* The DO’s strategic plan needs to align with the campuses; we need to review the draft.
* Performance measurements are needed.

DPSS/SBWIB CONTRACT RENEWALS:

At the last LAC5 meeting, Rey solicited volunteers for the contract committee. Mercy (LAHC), Sarah Tapia (Cerritos College), Iris (Compton College), and Aaron (Glendale College) volunteered. Abbey has volunteered to consult and assist in reviewing the draft.

FUTURE PROFESSIONAL DEVELOPMENT ACTIVITIES:

Suggestions for future activities included:

* Additional leadership training
* Quarterly professional training at the DO
* SB1456 reporting
* How to use the S255 screen
* SLO’s and District data
* Campus safety; “Cognita” training
* Cultural/diversity training
* Connecting with campus student equity and SSSP programs

**Next meeting: September 26. 2014**

*Need to calendar our activities for 2014 -2015*

Have a happy, healthy, and safe Fall semester!