

YCSA Board Meeting Minutes – 12/04/08  
ITV, Building 3-106/J-107 - 3:00-4:00 p.m.

Board Members Present:			
Cathy Gertsch	Gina Woodman	Jodie Buehler	Todd Conaway
Board Members Absent:			
	Juanita Lucero	Susan Carroll	
<b>Agenda</b>	<b>Discussion – Update/Action</b>		Recorded by Jodie Buehler, Secretary
1. Welcome			
	The meeting started at 9:15 a.m.		
2. Meeting Notes from 10/01/08 Board meeting – Decision			
Action- Jodie Buehler, Susan Carroll	Notes were reviewed and approved by the Board. Jodie will send them by pdf to Susan and she will put them on the YCSA website.		
3. Employee Day Workshop – Information - Cheryl Moreno			
	Cheryl mentioned Employee Day would be structured differently for the January 14, 2009 Employee Day. The committee received a lot of feedback about what worked, what didn't work and the solution was to streamline the agenda. Possible topics to be covered will be the emergency response plan; job training opportunities within the divisions during staff meetings; round robins with the VP's and Dr. Horton and PLT members. Lunch would be in the cafeteria and the College will be closed from 9:00 a.m. – 12:30 p.m. The various organizational groups, Faculty Senate, division meetings, YCSA will meet on their own in the afternoon. The proposed time for the YCSA meeting is from 12:45-1:30 p.m. Faculty Senate has a guest speaker coming from AAUP.		
4. Employee Day meeting room – Discussion			
Action- Cheryl Moreno, All Board members	Cheryl said she would arrange for the meeting room (Building 4, Room 102) and time (12:45-1:30 p.m.) and the YCSA Board will prepare an agenda for that meeting.		
5. Status of the Portal – Todd			
	No news. Still working out the bugs in the system.		
6. Status of Part-time Regular Tuition Break – Todd			
	Part-time regular tuition break information will be forthcoming by the January Employee Day.		
8. Other Topics – Open			
Action- Cathy Gertsch, Jodie Buehler, Todd Conaway	<p>Discussion occurred regarding funding professional development requests and disseminating the information after the workshop/conference/seminar to the entire YCSA community, and how that resource can benefit everyone. The Board decided that Blackboard was the conduit to accomplish the communication piece. Monitoring and ensuring the whole process is completed is another issue. This will be on the agenda for the January Employee Day meeting. The Board wants to poll the members to see what they would recommend.</p> <p>Cathy will send Jodie a spreadsheet of what has been spent on professional development in the last three years and Jodie will prepare a graph of participation and results. With that information the members can make an informed decision about how to proceed with the professional development process.</p> <p>Carpool – Jodie will send out a Newsflash for interested employees to send Todd an email if they want to participate in carpooling. Todd will update the Blackboard site to reflect the changes.</p>		
	Meeting adjourned at 4:00 p.m.		