



ASI Children's Center Parent Advisory Council Minutes

MEETING DATE: March 4, 2019 12 p.m.

MEETING LOCATION: ASI Children's Center Conference Room

MEMBERS PRESENT: Jagdish Majju, Kristen Lopez, Sierra Smith, Fenecia Martinez, Marissa Wulff, Sandra Gallardo, Sherry Velte, Lexi Hallum (recorder)

A. Greeting

B. PAC Chair

At 12:07 p.m. the meeting was called to order by Fenecia Martinez

C. Minutes

The February 4, 2019 meeting minutes were unanimously approved by the council members present

D. Center Status

• Current Enrollment

- 15 new children were added to the center through a "late enrollment" push, including 3 faculty/staff children

• Current Employment

- There are currently 5 interviews scheduled for the Front Office Associate on Wednesday, March 6; one candidate may drop out prior
- There is 1 Associate Teacher interview scheduled for Monday, March 4

• "More than Scribbles" – Art Show

- The "More than Scribbles" art show reception was successful despite having the family activity scheduled
- This was the first year President Nelson did not attend
- The PAC discussed possibly moving the event to a different time period or doing it twice
- The PAC discussed the possibility of selling the art as a fundraiser for the center
- The flyer graphics that were done by the Student Union placed third in a national competition and first in an international competition; the exposure of this event inspired other Universities to do a similar event
- The center is going to work towards putting some of the children's art in the Mother's Rooms on campus

• Facilities Update

- A contractor has been selected for the roofing and renovations of the center and is ready to start, but the university has requirements that is delaying the process (permitting, hazardous materials study, prevailing wages, etc.)

• CCAMPIS- Hornet Family Study Care

- Registration for extended child care ended on 2/25/19 with the majority of families signed up are not from the center
- The Saturday child care had 38 children signed up, where the weekday evenings child care had between 0-5 depending on the day
- The PAC discussed the varying factors that may have affected registration including; the needs of center families being met, students not fully reading their emails, midterms may not need as much study time as finals, and late evenings with children

- The PAC was interested in doing three Saturdays instead of evening care
- **Budget**
 - The first draft of the budget was submitted; the second draft is due March 5th
 - The Children's Center is asking ASI for at least \$100k more than the previous year; the increase is to help with the increases in items such as food, hygiene, minimum wage, etc.
- **Spring Break**
 - Spring break is scheduled from Monday, March 18 to Friday, March 22; the center will be closed on the 21st and the 22nd
- **CSU Campus Childcare Conference**
 - Samantha Criswell, Associate Director, will be attending the CSU Campus Childcare Conference; Sherry will be preparing for the food audit the following week
- **CACFP Audit**
 - Child and Adult Care Food Program (CACFP)
 - The audit will be from March 25-29th

E. Future Topics

- A teacher discussion about selling the children's art and possibly gifting some to the Student Union

F. Open Forum

- The PAC discussed the past procedure of notifying the center of vacations/leave of absences/doctor's notes as to not be charged for those time periods, however that option was removed from the parent handbooks because it was decided it was not fiscally feasible

Adjourned at 12:58 p.m.
Next meeting April 8, 2019