



**ASI SENATE MEETING**  
**Thursday, August 4, 2016**

**Cora M. Culla**  
**ASI Executive Director's Report**

**1. SUBJECT: SAVE THE DATE – ASI Fall Kick-Off 2016**

**DETAIL:**

Save the date for ASI's Fall Kick-Off. The annual event will take place on Friday, September 16, 2016. The orientation for new staff, student leaders, and student staff will be from 9-10:00 a.m. in Ursa Major. For all staff, student leaders and students, the event will begin at 10:00 a.m. and end at 3:45 p.m.

Lunch will be provided along with team building exercises, emergency preparedness, and a guest speaker.

**2. SUBJECT: SAVE THE DATE – CPP Day @ LA County Fair**

**DETAIL:**

Save the date for Cal Poly Pomona's day at the Los Angeles County Fair on Saturday, September 24, 2016. Cal Poly Pomona students, staff and faculty can enjoy FREE admission (with coupon and Bronco ID) into the LA County Fair and celebrate CPP with special activities from 10:00am-3:00pm. More details and coupon information coming soon!

**3. SUBJECT: Ongoing Searches**

**DETAIL:**

**Management:**

- **Executive Director:** The PRC met on August 2 to discuss the process and timeline for the search. HR will continue to review applications as received.
- **Director of HR:** The search committee is reviewing additional applications.
- **AD of Facilities Management:** A second round of follow-up phone interviews will be conducted, a date is to be determined.

**Staff:**

- **Payroll Coordinator:** A recommendation is in the process of being submitted by the hiring manager for review and final approval by the ASI Executive Director.

**Staff cont.**

- **HR Assistant:** An offer was made to the candidate and the hiring manager is waiting to hear back. If the candidate accepts the position, HR will begin the background check process.
- **HR Generalist:** The search committee is reviewing additional applications.
- **Adventure Education Coordinator:** On-campus interviews were conducted on Monday, July 25<sup>th</sup>, Wednesday, July 26<sup>th</sup> and Wednesday, August 3<sup>rd</sup>. HR is waiting to hear back from the search committee for a possible recommendation.
- **Lead Financial Services Coordinator:** The search committee is reviewing additional applications.
- **Facility Operations Coordinator:** On-campus interviews are scheduled for Tuesday, August 9<sup>th</sup> and Wednesday, August 10<sup>th</sup>
- **Building Services Engineer:** The position is on hold until the AD of Facilities Management position is filled.

**4. SUBJECT: Campus Recreation Updates**

**DETAIL:**

This summer, Campus Recreation has offered an array of new programs, including some first-time programs hosted at local community recreation facilities. The second session of Learn to Play Golf, a 6-week instructional clinic with a PGA Professional at Glen Oaks Golf Course and Learning Center, has a full registration and waitlist. The Bowling Tournament at Oak Tree Lanes on July 26<sup>th</sup> engaged 10 students many who have not participated in other Intramural Sports leagues or tournaments in the past.

Membership check-ins are up 17% compared to Summer 2015. This summer's membership totals include 3,921 assessed students (76% of the eligible population) and 196 continuing students, faculty and staff including 12 university employees enrolled in payroll deduction.

Last night marked the sixth Bronco Spirit Night for New Student Orientation. This event, hosted by Campus Recreation and Student Activities and Programs at the BRIC, engages new students in community building through a variety of activities.

The department expects to finalize a recommendation for the Adventure Education Coordinator next week. The two finalists for the Facility Operations Coordinator search will be on campus next week to interview.

Campus Recreation's professional staff and student program supervisors and assistant supervisors participated in a two hour training lead by Brianna Serrano, Pride Center Coordinator. The focus of the training was providing knowledge and tools for the department to foster an inclusive environment for transgender and gender non-conforming individuals engaged in the BRIC and other Campus Recreation programs and services.

The department is finalizing fall program scheduling as well as this year's Emerging Leader program for Campus Recreation student employees. This year, in addition to the opportunity to apply for funding to pursue certifications, workshops and conferences on and off campus, Emerging Leader participants will have access to over a dozen workshops that will be offered throughout the year led by Campus Recreation professional staff and other CPP student affairs colleagues on topics including resume and interview preparation, leadership, management and more.

We are excited to announce that Moises Alvarado, Campus Recreation's Operations Lead, will begin his graduate work towards his Masters in Higher Education at California State University, Fullerton on August 22<sup>nd</sup>. Since completing his bachelor's degree in June 2015, Moises has served ASI Campus Recreation by supporting the Operations Manager with the oversight of the Operations Team, Safety Course Certifications program and various special events including Summer Orientation's Bronco Spirit Night. Moises appointment with ASI Campus Recreation will continue until the Facility Operations Coordinator position is filled. Ginny Templeton, Operations Manager, commences her coursework towards her Doctor of Science in Emergency Management at Jacksonville State University next week.