

California State University Channel Islands
Child Care Center Planning Committee Meeting
December 16, 2004
1:00 – 3:00 PM

The meeting began with self-introductions.

Governance and Structure Report:

Karen briefly reviewed the three options at the last meeting as far as structure is concerned which were:

- Under UPS
- A separate 501 C 3
- Or, a 501C 3 under ASI

All three options would allow for an outside vendor.

Barbara Thorpe reviewed issues associated with governance and structure. She had a meeting with the Executive Committee of UPS regarding the Child Care Center. They have voiced an interest and want to discuss it further. Questions came up about actual organization-How would it relate to UPS? What would be the relationship between the two? They would be supportive if ED would be responsible for both schools. We would want to have a seat on UPS BOD, two seats if we wanted Child Dependent Care funding. The Executive Committee would have to vote on it.

Barbara was able to determine that Charter rules do not apply to 0-5 years – there would be no restrictions on enrollment.

UPS Personnel Committee would need to screen the employees hired for Child Care Center, which may include vendor employees. It was felt that this was not problematic. At present UPS does not hire people. However, Barbara stated that this might change in the future.

The issue of grants and a for-profit center was briefly discussed.

It was suggested that at the next meeting (January) that we invite a panel of three child care vendor providers to answer some of our basic questions of using a vendor for child care services. We would also check with local employers regarding their experiences with using vendors. The pros and cons of having such a discussion as it relates to the RFP process were discussed. Mindy Brookshire has a list of providers, which she will provide.

Barbara mentioned one additional issue with UPS – whether JPA Joint Power Attorney insurance would cover an off-site center. This still needs to be determined. Art mentioned that CSURMA, the CSU Risk Management Authority would provide insurance if the university had some direct responsibility through ASI, another educational auxiliary or a separate auxiliary organization.

Barbara mentioned that she will try to have all answers for next meeting.

Program Development Sub-committee report:

Surveys for students, staff/admin/faculty, and U. Glen were provided by Nancy Monzingo. She asked that we review the documents and provide any changes/recommendations to her as quickly as possible. Recommendations were made:

That "other" be added, to catch those not meeting the other 3 headings.
Somewhere on the survey "1 survey per household" be added

Deborah Wylie mentioned all online surveys must be approved by the Information Technology Department. She also mentioned that coordination between our survey, and Student Affairs student housing needed to occur. Hopefully, our survey will occur prior to our next meeting.

The following action items and were identified, to be accomplished:

Barbara Thorpe – JPA prior to February 2, UPS collaborate with CSUCI. Board of Directors will determine if their interests align with CSUCI's needs.

Nancy Monzingo – Survey questions will be updated and timeline for completion will be communicated with our committee.

Committee members were reminded that the January 6th meeting was cancelled.

Colleen Bennett – Coordinate gathering panel questions to vendors for January and invite panel participants for January 20th meeting, which will be held in the Administration building conference room from 12:30 – 2:30 PM. Leah Kirkland will assist.

The February meeting will be held February 24th in Conference Room 1 from 12:30 – 2:30 PM.

The meeting adjourned at 2:30 PM.