

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
CSEA CHAPTER 579
NOVEMBER 20, 2012 - MINUTES**

CALL TO ORDER

The meeting began at 12:10pm at Santa Ana College, Room I-201, 9 members present.

PLEDGE OF ALLEGIANCE

Tom Andrews led the pledge.

APPROVAL OF MINUTES

The chapter minutes of October, 2012 were approved.

COMMUNICATIONS/ANNOUNCEMENTS

- President Marti Reiter sent an email on Thursday, October 26th informing the district Ricardo Forman had passed away. Funeral services were held on Nov. 3rd, at Forest Lawn in Cypress. ITS staff from SAC, chapter members, Labor Relations Guillermo Santucci, and Executive Vice Chancellor John Didion were in attendance. Yolanda Ryan and Marti attended the reception; Ricardo's family is relieved he is no longer suffering.
- President Reiter reminded members of an imposed \$5 charge for cells phones that ring during meetings. Tom Andrews was asked to mention this in the next newsletter.
- Board of Trustee Mark McLoughlin has not conceded to candidate trustee Claudia Alvarez. McLoughlin is requesting a recount. Nelida Yanez met and interviewed with FARSCCD. Yanez and Hanna are CSEA supporters.
- John Didion called Marti to encourage chapter to ratify contract before installation of new board of trustees.
- The contract was ratified on October 19th. The ratified contract included a 1% pay increase. Classified should receive retro pay from July 1st on their December 10th check.

EXECUTIVE BOARD

- Nothing to report at this time.
- Janet Grunbaum thanked the executive board for all their years of service and hard work.

TREASURER'S REPORT

Esmeralda Abejar reported October beginning balance was \$7,340.52, ending balance as of October 31st was \$9,176.47.

RECOGNITION OF NEW MEMBERS

- None at this time.

REPORT OF BARGAINING COMMITTEE

Bargaining items are due to Human Resources by April 15th.

COMMITTEE REPORTS

HAZARDOUS MATERIALS OVERSIGHT & DISTRICT SAFETY

- Staff and instructional classes at Orange Education Center (OEC) will need to relocate. The center is scheduled for extensive structural safety testing during the winter break. The center does not meet required building and safety standards to house a Child Development Center and college credit classes. Warehouse and Publication operations may be able to stay at the center. Jose Vargas, Vice President of OEC speculates the center may require minor to major repairs to meet regulatory standards, even to the extreme of demolishing and reconstructing a new center. A question was asked about funding. Vargas believes there are available funds in an Emergency Contingency account. Funds awarded from Measure Q and E are not eligible for the Orange service area. There is a small portion of funds left over from Measure E, but those funds are designated for a parking structure in the Santa Ana College service area.
- The process to acquire Measure funds begins by selling bonds. Now is a good time to identify amounts remaining on account from Measure E. Two science buildings will be constructed from Measure Q funds, possibly to mirror the same structure as Santiago Canyon College. The gym at SCC was built similar to Mater Dei High School. The roofing was not in compliance. There was a conflict of interest with the contractor and the inspector; and the inspector finally quit. The roofing took forever to be completed.

EERC

- Janet Grunbaum reported SAC Foundation is hiring people without going through Human Resources. There are three departments that she knows of, that are using grant money to pay stipends to students/workers. Questions raised are they contracted faculty; independent contractors, or student workers. Payroll is getting calls from these students/workers looking for their paycheck. Diane Kincheloe is not happy. Human Resources will be notified of this concern.
- Guillermo will need to schedule a meeting with Human Resources to resolve the 13th month employee payment issue. Carol Perez is still working on identifying employees due their 13th month pay. The findings will be taken to cabinet by John Didion for approval.

GRIEVANCE COMMITTEE

- The Admin Clerk position with SAC Athletics is a temporary upgraded position. Paperwork to permanently upgrade the position has not been submitted. Also the Admin Clerk in Math & Science chose not to submit paperwork with group, but she is being paid out of class. If the clerk is interested in making position permanent, the paperwork must be submitted by March, 2013. It is eligible for upgrade.

UNFINISHED BUSINESS

- Members asked for nominations for executive board. Zina Edwards doesn't meet minimum qualifications (attendance to at least 5 CSEA meetings). Esmeralda Abejar becomes the only nomination for Treasurer. Amy Styffe was nominated last month for CPRO. However she needs to attend one more meeting before the end of the year to meet minimum qualifications. Denise Phillips was also nominated for CPRO.

- Standing nominations for Executive Board:
President, Sean Small, 1st V.P., Victoria Williams, 2nd V.P., Tom Andrews
Secretary, Lithia Williams, Treasurer, Esmeralda Abejar,
CPRO, Amy Styffe and Denise Phillips
- The election will be held at the December 11th chapter meeting.

NEW BUSINESS

- Janet raised an issue discussed in College Council on the existence or non-existence of a faculty lounge. Faculty calls it a workroom. Dr. Martinez did not approve this lounge/workroom. A microwave and refrigerator supposedly has been ordered and paid for by Foundation. The designated area is in the A-bldg, where PSI training was housed, on the far eastside of the building. There is a lunchroom/lounge in the S-bldg. by the restrooms. Whatever faculty receives should be matched equally for classified.
- Tom is meeting next Friday with Science/Math. The Biology & Chemistry lab coordinator job description is being rewritten. A faculty/interim dean is rewriting the job description and reducing the lab coordinator responsibilities. Due to the transfer of responsibilities on handling hazardous materials by the Chemical Hygiene Officer, the job description should not be reduced. Leslie Wood-Rogers has pulled Wisconsin and Stanford University lab coordinator job descriptions to refute the proposed reduction of responsibilities. According to Leslie, the faculty/interim dean has not sought input from SCC or the classified Plant Manager to justify reduced responsibilities. The faculty/interim dean does not have a required Hazardous Materials Certification to supervise classified assignments. Leslie suggested CSEA look at 10 schools and the Metropolitan Water District to determine plans for another position, Chemical Hygiene Officer's job responsibilities. Currently the department chairs, in-charge of the oversight of hazardous materials, are Crystal Jenkins & Cho. Recertification is required annually. Don Maus was responsible for oversight of Athletics, Automotive, Painting, Welding, Publication and removal of batteries and hazardous chemicals. CSEA will watch how hay study rates the job and determine the accountability for the position.

GOOD OF THE ORDER

- Nothing at this time.

ADJOURNMENT

Meeting adjourned at 1:15pm. Next Chapter meeting is scheduled Tuesday, December 11th at the District Office.