

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
CSEA CHAPTER 579**

**November 26, 2013 - MINUTES**      **unapproved**

**CALL TO ORDER**

The meeting was called to order at 12:05pm at Orange Education Center (OEC), Room 125, 14 members present.

**PLEDGE OF ALLEGIANCE**

President, Sean Small led the pledge.

**APPROVAL OF MINUTES**

The chapter minutes for October, 2013 were motioned for approval by Victoria Williams, seconded by Sally Vizthum and carried unanimously.

**COMMUNICATIONS/ANNOUNCEMENTS**

- President Small cautioned members against fraudulent financial planning companies who have contacted members to discuss retirement plans advising to rollover retirement funds into their companies. CSEA WARNS of the dangers and risks of withdrawing or rolling monies over to another qualified pension plan as it will cause you to lose your lifetime pension and all employer contributions. CSEA urges you to AVOID companies who suggest putting all your earned CalPERS retirement income into their company. For more information contact Members Benefits regarding your CalPERS retirement pension at CALPERS.CA.GOV.
- CSEA encourages the membership to donate or volunteer to charitable organizations, e.g. American Red Cross, Registered Nurse Response Network or Doctors Without Borders who are supporting victims of Super Typhoon Yolanda that struck the Philippines, leaving thousands dead and countless families without shelter, food or water.
- Application notice of interest forms are now being accepted for CSEA Delegates/Alternates considering attending the California Labor Federation Convention (CLF) in San Diego, July 29<sup>th</sup> & 30<sup>th</sup> 2014. Completed forms must be received Feb. 3<sup>rd</sup>, 2014 by CSEA Headquarters in San Jose. Five delegates and two alternates will be selected.

**EXECUTIVE BOARD**

- V.P. Victoria Williams motioned to establish a Sharepoint chapter website to keep the membership updated of pertinent information, seconded by David Tucker, carried unanimously. Posted information will include agendas, minutes, newsletters and other types of communication announcements.

**TREASURER REPORT**

- On behalf of Esmeralda Abejar, President Small reported the balance as of September 30, 2013 was \$9,020.39, deposits included dividend interest of \$1.49 and chapter dues of \$639.60 totaled \$641.09; ending balance as of October 31, 2013 was \$9,661.48. The treasure's report was motioned for approval by David Tucker seconded by Victoria Williams and carried unanimously.

**RECOGNITION OF NEW MEMBERS**

- No new members.

## **REPORT OF BARGAINING COMMITTEE**

- Collective bargaining negotiations concluded Wednesday, November 20<sup>th</sup>. We are crafting language to ratify contract before Christmas vacation. You will probably see your retro pay in January. The committee was informed of a 50% law that mandates classroom instruction expenditures must match 50%. Our district is at 47%, and will be fined for being out of compliance. This limits available funding for classified. Theoretically classified staff is on the wrong side of this equation. Therefore adding a column was out of the question. We were able to get two additional days Dec. 30<sup>th</sup> and 31<sup>st</sup> during Christmas break. We are happy to have written vacation payout language added to the contract. The district has granted this request before on case by case basis, but now it's in our contract. The criteria to obtain these funds will follow 403b/457 guidelines. Gym/fitness centers are available to the staff without a fee. Voting site and date to ratify contract TBA.

## **COMMITTEE REPORTS**

### **HAZARDOUS MATERIALS OVERSIGHT & DISTRICT SAFETY**

- On behalf of Tom Andrews, president Small reported a faculty member at SAC disposed of hazardous chemicals/materials by dumping it down the drain.

### **EERC**

- Negotiated discussions continue regarding reorganizing new position at DMC. A consensus has been made regarding reclassifications at SCC. There has been a steady increase in classified new hires. Also, grant funding has led to creation of these new positions. Next meeting is schedule Tuesday, December 3rd.

### **GRIEVANCE COMMITTEE**

- Case involves decisions relating to overtime allocations.

### **JOINT BENEFITS**

- Nothing at this time.

### **SHARED GOVERNANCE**

- Shared governance appointees are asked to use the reporting template form attached in the email which included the chapter agenda and minutes.
- On behalf of Victoria Williams, President Small reported on District Council meeting from Nov.4<sup>th</sup>. The committee has suggested hiring two new Systems Manager positions for ITS; two new Business Systems Analyst positions for ITS and title changes in Human Resources. Discussions to augment the district budget of these position will be evaluated through Planning & Organizational Effective Committee(POE) as well as Fiscal Resources Committee(FRC). CSEA asked, if hiring needs were now being made by FRC instead of managers? Managers still make hiring decisions based on need however FRC oversees budget for the decisions. If no money, managers must figure out where they are going to get the money to fund position. Discussions regarding Faculty Obligation Number(FON) and 50% rule were discussed. Option 1 recommended 70/30 split with SAC 70% & SCC 30%; involves SAC to hire 28 full time faculty and SCC to hire 1. Next meeting scheduled Dec.2<sup>nd</sup>, 3pm–District Executive Conference.
- On behalf of Victoria Williams, President Small went on to report discussions from the Human Resources Committee recommendations to evaluate Option 1; however, Option 2 was suggested; involves SAC hiring 22 full time faculty and SCC hiring 7. District faces noncompliance fine of

\$69,000+ not meeting obligation for hiring 14 full time faculty positions. RSCCD is one out of 8 districts facing penalties. Judy Chitlik plans to arrange Flex Week workshops on campuses to explain regulatory revision obligations relating to Equal Employment Opportunity Program directive from California Community College Chancellor. Next meeting Jan. 8<sup>th</sup>, District, Rm340.

- Tom Andrews arrived to report on District Council discussions. SCC asked for janitorial staff; FRC denied request. SCC didn't properly budget for needed position. District's response in layman's language: bank is closed, remain in budget, stop over spending.
- Tom went on to report accreditation District Council Standard IV (4) are working hard to establish shared governance to resolve communication between all vested constituents.
- Lithia Williams informed membership a task force committee met to discuss the structure and process for obtaining professional development funding. Sarah Salas is our classified representative assigned on this committee. Look for more information in the spring.

### **UNFINISHED BUSINESS**

- Nothing at this time.

### **NEW BUSINESS**

- Members interested in serving on shared governance committees must complete the volunteer form and submit report on discussions from attendance to meetings. Limit reporting to 10 mins.
- Tom Andrews motioned approval of CSEA to donate \$100 to SAC Holiday Party and \$100 to SCC Scholarship fund; seconded by David Tucker and carried unanimously.

### **GOOD OF THE ORDER**

- OEC staff concerned custodians will be pulled and not provide clean working environment. Closed signage on building had reporters stopping by asking questions. Staff believes contract went to bid. They have seen architect companies taking pictures. Staff wants to know, will they remain in building while under construction? Timeline estimated 3 -5 years. Staff believes parking lot is being leased out. Security patrols center 3X day. OEC is scheduled to close 12/20.

### **ADJOURNMENT**

Meeting adjourned at 1:12pm. Next Chapter meeting is scheduled Tuesday, December 17<sup>th</sup> at Centennial Education Center.

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**Chapter President Signature      Date**

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**Chapter Secretary Signature      Date**

*Signatures required denoting approval*