

Cabrillo Classified Employee Union BOARD OF DIRECTORS QUARTERLY MINUTES

November 24th, 2008 -- 5:00pm, Off Campus

Item 1.) CALL TO ORDER: TIME 5:30 PM

1-1.) **Members present at today's meeting:** Mikki Adams, Lori Amato, Janus Blumë, Lena Mason, Anya Finke, Alta Northcutt, Margaret Pierce, Stephanie Stainback.

1-2.) **Members absent from today's meeting: Sharon Spence (excused)**

1-3.) **Non Voting Members present at today's meeting:** Eireann Del Bonta, Jill Gallo

1-4.) **Guests present at today's meeting:** Bradley Booth

Item 2.) CHANGES TO AGENDA: (5 minutes) none

Item 3.) ITEMS FROM THE FLOOR: (5 minutes)

Discussion regarding the need for a policy regarding officer attendance at meetings to supplement the constitution.

Item 4.) NEW BUSINESS: (2 1/2 hours)

A.) Discussion of eliminating or putting on hold the reclassification process.

There was a lengthy discussion regarding the reclassification process. The Cabrillo Administration feels that it is an expensive process (costing \$80,000 per year). It was suggested that the process cannot be eliminated, put on hold or changed yet because it is part of the classified contract which does not come up for review until next year. CCEU President will make a request to the Vice President of Business Services for a breakdown of costs associated with the reclassification process. It was further suggested that the process is important to the advancement of staff, but that it needs a great deal of improvement.

B.) Steward report (5-10mins)

The Chief Steward would like to request an increase in her release time to 50%. She respectfully submits this to the board for discussion. The Treasurer will bring to the following board meeting how this affects the CCEU budget. The CCEU President will contact the new Recorder to see if he really needs 25% release time.

Board Members and Regular Guests:

Mikki Adams, Lori Amato, Janus Blumë, Bradley Booth, Eireann Del Bonta, Jill Gallo, Lena Mason, Anya Finke, Alta Northcutt, Margaret Pierce, Sharon Spence, Stephanie Stainback

C.) Discussion of policies and procedures.

The CCEU attorney will formulate policy for the areas of Audit, Budget, Election Committee, Credit Card Use/Purchasing Policy, Board Attendance Enforcement, Communication and Committee Membership and submit them to the Board for adoption.

It was suggested that the recorder needs to keep a "book of motions" which lists the date and the motion. It was further suggested that the new recorder use the CCEU laptop at the CCEU board meetings to keep track of prior decisions made by the board.

D.) Discussion of upcoming budget cuts, crisis team, intersection of cuts with negotiations, identify organizational priorities (i.e. salary vs. benefits etc.)

The proposed crisis team to be composed of 3 board members, 3 constituent groups, and 3 cabinet members, has been delayed.

Culture change has been put on hold due to the economic downturn.

There are 3 important aspects to the budget cuts: a) College is not going to pick up increase in benefit costs this year; b) Administration is currently in lay off mode; c) Cabrillo COLA and grant money is no longer available.

Vice President of Business Services wants to reconvene the Benefits committee. This may be more appropriate to be addressed by the negotiations team instead.

It was suggested that any substantive discussion regarding next years the budget can not take place at least until the January state budget has been previewed by the Governor. It was also suggested that the general membership needs to be educated and informed about all possible outcomes. It was further suggested that the negotiations team put out a survey to all members after the January state budget is announced. Other suggestions included making sure work plans for vacated or frozen positions are created prior to the position being lost and that if/when jobs are lost, there should be a resulting decrease in services to students.

E.) Roles and responsibilities

Margaret Pierce provided a handout listing the majority of the Roles and Responsibilities for Board Members. She requested that all Board members review and provide feedback. It was suggested that this be revised again after review of feedback and presented at the next quarterly board meeting in January 2009.

F.) Use of Credit Cards:

CCEU Attorney will propose a policy to the CCEU Board for adoption.

G.) PAC loan repayment plan:

PAC President is to present to the Board a written proposal for repayment of the loan at the next Board Meeting

OLD BUSINESS: (5 minutes)

Item 5.) ADJOURN REGULAR SESSION: TIME 7:55 PM

Item 6.) SPECIAL SESSION: None