

Cabrillo Classified Employee Union BOARD OF DIRECTORS MINUTES

December 2, 2010 -- 12:00 noon, Room 1040

Item 1.) CALL TO ORDER: TIME 12:05 PM

1-1.) **Members present:**

Lori Amato, Janus Blumë, Olga Diaz, Rick Fillman, Anya Finke, Jefferson Hancock, Stephanie Stainback

1-2.) **Members absent:** Lena Mason (approved), Alta Northcutt (approved)

1-3.) **Non-voting members present:** Eireann Del Bonta

1-4.) **Guests:** Brad Booth

Item 2.) CHANGES TO AGENDA:

Approval of expenditures was added under Items From The Floor, 3-1.

Item 3.) ITEMS FROM THE FLOOR:

3-1) **Approval of Expenditures**

Janus moved to approve the following November expenditures:

- ◆ \$6180 to Brad Booth for legal representation
- ◆ \$412 to Catherine Van Loon for bookkeeping.
- ◆ \$99.22 to Visa /United Labor Bank for meetings and meals.

Board approved November expenditures.

6 yea, 0 nay, 0 abstentions.

Item 4.) APPROVAL OF CCEU BOARD MINUTES:

Lori moved to approve the minutes of 11/4/2010.

Board approved the minutes of 11/4/2010.

6 yea, 0 nay, 0 abstentions.

Item 5.) BOARD REPORTS:

A.) **President's Report:**

Stephanie reported on the most recent CPC meeting, noting that administration is reverting to a \$2.4 million budget reduction target despite the approval at CPC recently to reduce the target to \$1.2 million.. CCEU will vigorously advocate for lowering that figure, and staving off personnel and benefits reductions through careful budget analysis.

Board Members and Regular Guests:

Lori Amato, Janus Blumë, Bradley Booth, Eireann Del Bonta, Olga Diaz, Rick Fillman, Anya Finke, Jefferson Hancock, Lena Mason, Alta Northcutt, Stephanie Stainback

Staff expressed concern that informal duties assigned to various board members may change when new members are elected or appointed. She suggested that assignment of informal duties be codified in some way. Brad suggested that the Board adopt a policy on duty positions to be folded into CCEU policies and procedures. Brad agreed to draft the policy and will bring it to the Board for approval.

Item 6.) NEW BUSINESS:

A.) Action Item: Appoint 2nd V.P.

Janus moved to support the president's appointment of Rick Fillman as second vice president. **The Board approved the president's appointment of Rick Fillman as Second Vice President.** 7 yea, 0 nay, 0 abstentions.

B.) PAC on CCEU Website

PAC will have a page on the CCEU website.

PAC members still have questions about who will sign checks. the CCEU Board would like to make sure that each PAC check is signed by the PAC Treasurer or PAC Chair, and one CCEU Board member - preferably the CCEU President or the CCEU Treasurer. Steph suggested waiting until PAC leadership is determined before proceeding.

PAC plans to increase its presence and improve communication by attending board meetings and reporting back to PAC.

C.) Division Coordinator Work Issue

Division coordinators have been given the task of tracking adjunct faculty availability statements and adjunct confirmations of assignment. They are also sending out assignment notifications to adjunct faculty. This work was previously done by department chairs, who are members of the CCFT bargaining unit. Thus, the work has been transferred from their bargaining unit to ours. And November 12 letter from the administration's lawyer explains the district's rationale for not bargaining on this issue. According to Brad, the only avenue to pursue in addressing this problem is an unfair labor practice, which CCEU may or may not win because the case is not clear. Since this situation affects only a few CCEU members, it may be better to pursue informal means of solving the problem.

Eireann has researched the matter by talking to deans and department chairs and by looking at job descriptions, and she believes that division coordinators are being asked to do more than what is in their job descriptions. She will continue to discuss this matter with deans and with Victoria Lewis to iron out issues, especially those regarding training. She believes that the administration must provide training to those employees who have taken on this new work. Steph recommended consultation with Renée Kilmer and the deans to protect those affected.

D.) Committee Replacements

Eireann has agreed to serve on the Classification Study Committee. Ariba Alston-Williams, and Margitta Dietrick-Welsh have agreed to serve on the meritorious service committee.

Item 7.) UNFINISHED BUSINESS:

A.) Re-Institution of Classified Prioritization

This item was not discussed. It will be revisited at the CCEU quarterly meeting on Tuesday, January 18.

B.) Continuation of Administrative Support of President

this item was not discussed. It will be revisited at the December 16 CCEU Board meeting.

Item 8.) ADJOURN REGULAR SESSION: TIME 1:03 PM

Item 9.) AGENDA BUILDING:

Each board member will submit two names as suggestions to replace the at-large board seat to be vacated by Rick Fillman (December 16).

Continuation of administrative support for president (December 16).

Reinstitution of classified prioritization (January 18).

Respectfully Submitted,

December 16, 2010

Stephanie Stainback, President

Jefferson Hancock, Recorder