

Cabrillo Classified Employee Union
BOARD OF DIRECTORS QUARTERLY MINUTES

Tuesday January 18, 2011 -- 5:30, El Chino Restaurant

Item 1.) CALL TO ORDER: TIME 5:45 PM

1-1.) **Present:** Lori Amato, Olga Diaz, Rick Fillman, Anya Finke, Jefferson Hancock, Lena Mason, , Stephanie Stainback, Ben Ten Cate

1-2.) **Non-voting members present:** Eireann Del Bonta

1-3.) **Absent:** Alta Northcutt (excused)

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

Item 2.) CHANGES TO AGENDA:

Add item 7.2. Review college budget and decision-making process flow chart.

Item 3.) ITEMS FROM THE FLOOR:

There were no items from the floor.

Item 4.) APPROVAL OF CCEU BOARD MINUTES:

Tabled until Board Meeting of 1/27/2011.

Item 5.) APPROVAL OF EXPENDITURES:

Lena moved to approve expenditure of \$9,821.50 for one-half year of release time for Chief Steward.

Board approved expenditure of \$9,821.50 for one-half year of release time for Chief Steward. 7 yea, 0 nay, 0 abstentions.

Item 6.) NEW BUSINESS:

6-1) New Member Introductions

Steph introduced the newest board member at large, Ben Ten Cate. Ben greeted everyone and gave a brief background of himself.

6-2) Discussion: Budget Management

Lori presented the board with a draft of midyear income and expense projections from July 2010 through June 2011 as of December 31, 2010. \$3124.27 has been projected as a business expense for a special projects consultant. Presently there is money in the budget for the special projects consultant because \$6,200 was saved from having no audit this

Board Members and Regular Guests:

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

year. Lori will present a midyear budget update -- which will include a list of special projects the consultant has been working on -- to membership at the February 2 General Membership Meeting. Lori will present a final draft of the budget to the Board in April and to membership in May, for a vote of approval at the June general membership meeting.

Item 7.) PRESIDENT'S REPORT:

7-1) Staffing Prioritization Discussion

Managed hiring practices have led to administration bypassing the classified staffing prioritization process. Vacant positions have been filled and new positions created with little or staff input. Board members agreed that the prioritization process should include both vacant and new positions. Board also agreed that a campus-wide subcommittee is needed to revise the classified prioritization process. The classified prioritization process should include a subcommittee with representatives from all the work areas on campus, should include clear ranking criteria, and should be revisited bimonthly.

7-2) College Budget Decision Making Process

Board agreed that changes need to be made to the college budget decision-making process flowchart. First, the terms "components," and "councils" need to be clarified to reflect that these are composed of employee groups. Doing so will provide clear input to CPC from employees. In addition, the category of managers needs to be moved to the level of components, with arrows added to reflect communication between constituent groups and the Governing Board. Further discussion will continue, as CCEU Board gathers input from members at January 20 Membership Meeting.

Item 8.) AGENDA BUILDING:

- announcement of new board members
- discussion of classified prioritization process
- negotiations update
- college budget decision-making chart discussion

Item 9.) ADJOURN REGULAR SESSION: TIME 7:30 PM

Respectfully Submitted 1/27/2011

/s/ _____

Stephanie Stainback, President

/s/ _____

Jefferson Hancock, Recorder