

**Cabrillo Classified Employee Union**  
**GENERAL MEMBERSHIP MINUTES**

Tuesday, May 24, 2011 — 12:00 Noon, Sesnon House

**Item 1.) CALL TO ORDER:**

1-1.) **Approximate number present:** 68

1-2.) **Guests:** Kathy Carter

**Item 2.) CHANGES TO AGENDA:**

There were no changes to the agenda.

**Item 3.) ITEMS FROM THE FLOOR:**

There were no items from the floor.

**Item 4.) ACTION ITEM:**

**4-1.) 2011-2012 CCEU Budget**

Sharon Spence moved to approve the 2011-2012 CCEU Budget.

**Members present unanimously approved the 2011-2012 CCEU Budget.**

**Item 5.) PRESIDENT'S REPORT**

**5-1.) Information and Discussion: Formally announced college budget reductions.**

The Cabinet has announced plans to cut 3 million dollars from Cabrillo's budget in 90 days and to have these cuts in place in time for formal approval at the August Governing Board meeting. This will allow layoffs to be made by mid-September to allow for 45 day notices to be sent out.

From CCEU's point of view, the timetable for 3 million dollars in budget reductions in 90 days is rushed and unrealistic, given the magnitude of the issue and its impact on classified staff. Because of its hasty composition, the timetable makes little allowance for shared governance processes. CCEU would like to see the timetable revised to a more realistic and manageable pace, so SPRAC will have ample opportunity to receive and provide meaningful input.

In conjunction with budget cuts, division assistants have been asked by their administrators to prioritize their job duties, with the assumption that each division office will lose one position, as office staff moves from four to three people. CCEU needs to present a unified and coherent response to this issue. Eireann will meet with division assistants to clarify the issue. CCEU is in an uncomfortable position with budget cuts, layoffs, and negotiations going on simultaneously. Adhering to

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

standardized process will be important as the college proceeds with layoffs.

**5-2.) Information: Negotiations update**

CCEU will hold a special meeting on Thursday, April 26 to discuss potential changes to benefits plan. Blue Shield rates will increase and college administration may not be able to continue absorbing these costs. CCFT is hoping to arrange any changes or concessions in the health plan before faculty leaves for the summer, so CCEU needs to provide input as soon as possible.

**5-3.) Information: Bookstore update**

Bookstore has agreed to close on Fridays, effectively cutting salaries and benefits 20%. Bookstore staff has asked to maintain full benefits using bookstore funds, not the general fund. Administration has not been receptive to this idea, viewing it as a contractual issue. Widespread discussion needs to continue through the bookstore committee.

**5-4.) Information: LIA job classification update**

The discrepancy between job announcements and job descriptions among LIAs may cause problems if layoffs commence and "bumping" begins. This is an important issue, since 19% of members are LIAs. The classification study committee is presently examining the issue. Alta has scheduled a meeting with the LIAs on Friday, February 27th at 12:30. Location to be announced.

**5-5.) Discussion: Rumors**

Rumors have been circulating about voluntary layoffs. Before a voluntary layoff, there must be a call for voluntary retirement in a particular class, after official notification to the Board. Eireann will post information to clarify the layoff process on the website.

Division office staff felt like they were told they were going to be laid off. While layoffs are by no means a certainty, CCEU must assume they are possible and must plan accordingly. Eireann will meet with division office staff so they know their rights and options. Employees must express that classification issues should not be mixed with layoff. On June 10, administration will present positions identified for layoff.

**Item 7.) ADJOURNMENT: 1:00 p.m.**

Respectfully Submitted: \_\_\_\_\_  
date

/s/ \_\_\_\_\_  
*Stephanie Stainback, President*

/s/ \_\_\_\_\_  
*Jefferson Hancock, Recorder*