



**PALOMAR COLLEGE**

COUNCIL OF CLASSIFIED EMPLOYEES  
AMERICAN FEDERATION OF TEACHERS LOCAL #4522

EXECUTIVE COUNCIL

Anel Gonzalez  
PRESIDENT

Carmelino Cruz  
SENIOR VICE PRESIDENT

Buddy Springer  
VICE PRESIDENT

Patti Serafin  
SECRETARY

Amber Cross  
TREASURER

Michelle Tucker  
COMMUNICATIONS/MEMBERSHIP

David Vasquez  
TECHNOLOGY OFFICER

Yvette Maynard  
GRIEVANCE OFFICER

Catherine Parshalle  
GRIEVANCE OFFICER

STEWARDS

Luis Alfaro  
Gordana High  
Leann Pell  
Rosalinda Tovar  
Teresa Quainoo

**1. CALL TO ORDER: 2:35 PM**

a. Present: Anel Gonzalez, Carmelino Cruz, Buddy Springer, Patti Serafin, Amber Cross, Michelle Tucker, David Vasquez, Yvette Maynard, Kate Parshalle, Luis Alfaro, Gordana High, Leann Pell, Rosalinda Tovar, Teresa Quainoo

b. Absent: none

**2. AGENDA MODIFICATIONS/ADDITIONS:**

a. Add to New Business-Union Social

**3. QUESTIONS & COMMENTS FROM MEMBERS: None**

**Steward Reports:**

Leann reported on SSPC. The North and South Center are slated to open in Summer 2018. Furniture will be included but departments will have to buy their own supplies. The North and South Center will provide free parking for the first year. Chris Miller spoke on the parking passes changing to digital. The North Center has a huge housing development and strip mall and Palomar is considering opening a Subway to accommodate the community. Trang Wen has been appointed as new EOPS Coordinator. There is free food available in SU 19 that Starbucks sponsors. Buddy added that there is now a full time Doctor on campus, free flu vaccinations to the students and a new lactation pod for students. If staff would like to utilize the lactation pod they will need to contact HR.

Rosalinda reported that the Equity Counsel had a short meeting. Dr. Blake called the meeting with Research and Planning people to look at different student groups with gaps in enrollment such as Veterans and Foster Youth. The Counsel took a field trip to the Escondido Resource Center since they have a Veterans Center. The Strategy Enrollment Management will continue to look at objectives and strategies and plan to have a goal in December. The SSEC attended The HACU (Hispanic Association of Colleges and Universities) Conference. The conference covered topics of diversity, undocumented students and growth and development. Dr. Blake is looking at improving diversity in hiring.

Teresa reported that the EEO Committee meeting was canceled and rescheduled for November 16, 2017. Teresa reported that she was very grateful and glad to go to the CCE Conference. She attended workshops on Public Speaking and Membership Campaigning and learned strategies of becoming more vocal and confident.

**4. ACTION ITEMS:**

**Minutes:** Review and approval of minutes for October 25, 2017

1<sup>st</sup> Buddy Springer      2<sup>nd</sup> Kate Parshalle

**Corrections:** Amber corrected Treasurer's Report to state she will only pick up monthly statement one time and then statements will be mailed and there will be no charge to the monthly statement. Kate corrected Budget Committee report to change Fund 59 to Fund 69.

**Opposed:** none

**Abstained:** none

The motion passed unanimously with corrections

**Reimbursements:** Amber reported the following reimbursements

- a. Carmelino Cruz \$237.27

CFT "Train the Trainer" training Mileage, Meals and Parking

**Position Authorizations:** Anel reported the Position Authorizations were reviewed for the North and South Centers (refer to chart provided). The staff will mirror the Escondido Center. The Account Codes will be W=South; N=North; D=Categorical; and X=South. Work hours will be standard 8 am – 5 pm and others will receive differential pay. CCE requested HR to identify who the supervisors will be. HR will respond. When CCE meets with HR on December 5, 2017 they will talk about hiring priority. In Diversity meeting, Dr. Blake asked why CCE has to review position authorizations. Position Authorization review has been negotiated in our contract  
**Changes:** none

**New Positions:** See North and South Center report

**Replacements:** none

**Items to Vote:**

- a. **Personalized "What is Union" Pamphlets:** Vote on this item is not required as it is a budget item. Amber spoke with company and negotiated the price down.

**New Business:**

- a. **Negotiations Team Structure**-Anel reported that Dan Dryden has resigned from the Negotiation Team. Discussion was held in regards to the responsibility of the Negotiation Team since we have a three year contract in place. Each year Salary and Benefits can be renegotiated and either CCE or the District can request to open up to four articles. Anel explained the composition of the team and who sits at the table. Anel suggested having legal representation at the first meeting. She requested any E Council members with interest in Negotiations to email her. She will also ask Aaron and Trisha for input and will bring back.
- b. **Holiday Cards**-Carmelino started working on the CCE Holiday Cards. He brought a sample to share and asked for any suggestions or input.
- c. **Union Social**-Anel reported that the November 22, 2017 E Council meeting is canceled. We will hold a Union Social on December 5, 2017 at the Escondido Center and December 6, 2017 at the Main Campus from 12 pm – 2 pm and December 8, 2017 at 5 pm for facilities. Refreshments will be served, members will receive the Holiday Cards and Gift Cards. The E Council will continue the membership campaign to encourage new applications from members.

**Unfinished Business:**

- a. **CCE Scholarship Committee**-Tabled
- b. **Employee ID Badges**-Tabled
- c. **Website Selfies with signs**-Michele will put together some signs and frames for the Union Social. David asked if we wanted to create a hashtag. No consensus.

**Elections:** none

**Training & Conferences:**

- a. **CFT Convention 2018-March 23-25, 2018-Costa Mesa**-Anel reminded E Council to mark your calendars to possibly participate in the convention.

**Negotiations:**

- a. **Contract**-Frank had a conversation about the timeline.

**Strategic Planning Update & Discussion:**

**SPC:** Carmelino reported they are working on IPC restructuring the governing structure. CCE asked for one more classification representation on that committee. Day of Giving is November 28, 2017. Last year \$43,000 was raised with a matching donor. Guided Pathways Assessment is being reviewed and there will be more information to follow. They are looking at the Accreditation. The VP HR mentioned being more goal oriented. They will revisit staffing plan. ASG events were announced. They are working on a financial recovery plan to get out of stability. Anel reported she asked the President via email to kick off the Classified Speaks with Ron Perez for December. CCE requested a tour of the South Center.

**FASPC:** none

**IPC:** none

**HRSPC:** none

**SSPC:** none

**Budget Committee:** none

**Benefits Committee:** Consulting group J Glenn's contract ends December 2, 2017. Bright Path will take over consulting.

**EEO Committee:** Meeting was canceled and rescheduled for November 16, 2017.

2. **Information/Discussions:** Michelle will send a list of other committees to add to agenda.

3. **OTHER/AGENDA REQUESTS:**

**PFF Co-Presidents Teresa Laughlin and Colleen Bixler:** Teresa and Colleen reported that the PFF and CCE will work together and share what the district is saying to each group. The PFF meets the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month. Teresa feels strongly that we should be Working People Standing Together so that the district will not try to divide us. PFF would like to work with CCE to identify college staffing with an emphasis on management. PFF would like to reestablish the Justice 6 Team which is a team of PFF and CCE members working together. Anel will reach out to the E Council.

4. **EXECUTIVE SESSION: 4:01 PM**

**Presidents Report:** Anel reported that she will be forwarding everything to E Council through the Gmail accounts.

**Senior Vice President's Report:** Carmelino reported about the Leadership Academy. Carmelino and Anel participated last year and strongly suggests looking into participating. Carmelino suggested to email reports or to refer to reports and sending information to the unit. Carmelino talked about visibility with tee shirts. He will take the lead on designing tee shirts and also work on marketing with tee shirts, pins and badges. Amber will get ideas.

**Vice President's Report:** none

**Secretary's Report:** None

**Treasurer's Report:** Amber submitted bank balances as of October 31, 2017. Amber will move \$10,000 from General Fund to Scholarship Fund.

**Communications/Membership Officer's Report:** Michelle reported that she is continuing to work on the Membership Campaign. Escondido has a 100% membership. The big focus is to have a new membership application on all current members. Michelle continues to communicate with new employees. Amber thanked Michelle for her hard work on the Membership Campaign.

**Technology Officer's Report:** David reported that he will get with Anel to get pictures.

**Grievance Reports:** All employees and workplace participants involved in the grievance process are required to maintain confidentiality.

1. Yvette tabled her report until next meeting.

2. Kate reported that she is working on three grievances that have meetings set up to help resolve.

**OTHER UPDATES/INFORMATION:** Yvette will work with member who was hospitalized to give guidance on what steps to take.

5. **AGENDA REQUESTS:** None

6. **ADJOURNMENT: 4:57 pm**