



**PALOMAR COLLEGE**

COUNCIL OF CLASSIFIED EMPLOYEES  
AMERICAN FEDERATION OF TEACHERS LOCAL #4522

Minutes of Meeting-Friday, March 2, 2018  
Regular Meeting of the Executive Council of the  
Palomar College Council of Classified Employees / AFT Local 4522  
Mulberry Union Office

EXECUTIVE COUNCIL

Anel Gonzalez  
PRESIDENT

Carmelino Cruz  
SENIOR VICE PRESIDENT

Buddy Springer  
VICE PRESIDENT

Patti Serafin  
SECRETARY

Amber Cross  
TREASURER

Michelle Tucker  
COMMUNICATIONS/MEMBERSHIP

Robert Sedillo  
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: 2:34 PM**

a. *Present: Carmelino Cruz, Buddy Springer, Patti Serafin, Amber Cross, Michelle Tucker, Robert Sedillo, Yvette Maynard, Kate Parshalle, Gordana High, Teresa Quainoo*

b. *Absent: Anel Gonzalez, Luis Alfaro, Leann Pell, Rosalinda Tovar*

**2. AGENDA MODIFICATIONS/ADDITIONS:**

a. *None*

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

**Steward Reports:**

*Teresa reported that she visited the Public Safety Center and the Escondido Center for the one on one visits. Teresa reported concerns from member(s) in regards to spending money, Holiday Gift Cards should be more and fees should be lowered. Encourage member to send concerns to the web site. Also Teresa heard a lot of complaints about the upcoming award evening. Administration made the decision and classified staff was not asked about it.*

**4. ACTION ITEMS:**

**Minutes:** *Review and approval of minutes for February 14, 2018*

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

**Corrections:** *Yvette corrected the last sentence under New Business (f) Interdepartmental Communications of Leaves and Special Circumstances.*

**Opposed:** *none*      **Abstained:** *none*

*The motion passed unanimously with corrections*

**Reimbursements:** *None*

**Position Authorizations:**

Changes: *none*

New Positions: *none*

Replacements: *none*

**Items to Vote:** *none*

**New Business:**

a. **Classified Lunch-***Carmelino presented the idea of providing a Classified Lunch on March 28, 2018 and reserved the Student Union from 10 am – 1 pm. This will be an opportunity to follow up on the One on Ones, have raffle items and lunch. This would be announced as a Meeting. Carmelino will look into catering, agenda and gifts. Anel, Carmelino and Buddy will discuss release time with Administration and follow up.*

b. **Policies and Procedures flash drive-***Carmelino reported that the flash drive distribution and communication was the responsibility of the chairs and supervisors. If you received your flash drive, open it and review it. We should be aware of these policies as employees and as Union representatives.*

c. **CCE Union Shirts-***Carmelino is having a hard time with the current logo. On paper it is nice but not user friendly for shirts. Carmelino asked for input and suggestions about rebranding and redesigning the logo. Gordana will work on a contest for the luncheon to ask for new concepts and ideas. This will be brought back.*

**Unfinished Business:**

- a. **One on Ones**-Michelle reported that it went really well. Final tally, we reached over 200 of our members and moved 3 or 4 fair shares to members. The Campus Police and Facilities will receive a basket with popcorn and a note since they are a hard group to access the members. The One on One visit sparked new members.
- b. **Computer Quotes**-Robert reported that he spoke to Jose and we are eligible for the district discount for the Dell computers. Apple would be an education discount of 3%. Robert quoted Mac Book is \$1200 each and Mac Book Air is \$1500 each. These include Web, Apps and Browsing. He has not yet received Dell quotes yet. Carmelino requested quotes for Service Pro.
- c. **E Council Elections Committee**-Yvette reached out to last year's committee, Aaron, Ann and Mee Chu. Aaron and Mee Chu will return but not be able to chair the committee. Michelle also recruited Yesenia Zermeno Gamble and Jane Stiles to the committee.

**Elections:** none

**Training & Conferences:** none

**Negotiations:** none

**Strategic Planning Update & Discussion:**

**SPC:** none

**FASPC:** none

**IPC:** Michelle seeking someone from IPC or HRSPC to serve on Master Planning Committee. Buddy volunteered.

**HRSPC:** none

**SSPC:** Buddy reported the Food Bank will be holding a ground breaking ceremony on March 9, 2018 at 9 am. There was an update on the HUB Safe Zone, CLUB HUB. Adrian Gonzalez reported on the new budget using performance based measures (50% FTES, 25% Financial Aid, 25% program completion success rate). There will be three meetings coming up for the Educational Master Plan update. The North and South Center will open June 11, 2018.

**Budget Committee:** Meeting was canceled. They are looking at the new formula.

**Benefits Committee:** none

**EEO Committee:** Meeting was canceled. Postponed to March 22, 2018.

5. **Information/Discussions:** Discussion continued on the Classified Event and combined Award Evening. The offices close at 4 pm during spring break. Dr. Blake has requested that Evaluation Office remains opened until 5 pm. The new Recognition and Award Evening is a combined event yet money from the classified budget will be used for the event. Michelle Barton HRSP/SSPC will be holding listening meetings for the Educational Master Plan and Research and Facilities Plan.
6. **OTHER/AGENDA REQUESTS:** None
7. **EXECUTIVE SESSION: 3:16 PM**

**Presidents Report:** Absent

**Senior Vice President's Report:** Carmelino addressed to Dr. Blake the frustration that people were having with the TAG campaign. He also asked her about the upcoming Celebration. Carmelino was working on a grievance with Anel. Jobs that have a physical requirement must comply with a physical and drug screening.

**Vice President's Report:** Buddy reported that we had one application for the High School Senior Scholarship Application. Margie Adcock's daughter is the recipient. The deadline for the continuing student is March 23, 2018. The 2018-2019 Calendar is proposed for March. PFF is still negotiating Spring Break.

**Secretary's Report:** None

**Treasurer's Report:** The Catastrophic Fund received a donation from Ann Delgado of 24 hours.

**Communications/Membership Officer's Report:** Michelle reported that she is glad the One on Ones went well. The committee representatives with 2 year terms and E Council elections are coming up. Michelle will be working on recruiting committee interest and receiving committee reports. There are only two members that have not completed new applications.

**Technology Officer's Report:** Robert will be contacting Kelly Helming to update the website.

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

1. *Yvette reported that she has been working on seven different grievances at this time. She has made the proper recommendations to the members, documented complaints and working with other departments to resolve the different situations.*
2. *Kate reported that she has been working on five different grievances. Some are close to being resolved and some required information only and some are still in the research phase.*

**OTHER UPDATES/INFORMATION:** *Michelle requested to look for clarification as to essential personnel. How is it determined and defined and by what contract?*

8. **AGENDA REQUESTS:** *None*

9. **ADJOURNMENT:** **4:01 pm**