



AFL - CIO

# Mt. SAC CSEA Chapter 262 Minutes December 16, 2015

*"To improve the lives of  
our members, students,  
and community."*

ITEM	DISCUSSION		OUTCOME
Call to Order & Pledge of Allegiance	Call to Order- 12:08 pm Pledge of Allegiance - Lakshimi Rai	Number of Attendees - 33	
Approval of Minutes	Moved by Katherine MacDonald, 2 <sup>nd</sup> by Elizabeth Jauregui	Nov. 25, 2015 minutes approved without corrections	
Guest/New Members	Guest: Christopher Torres, CSEA Regional Representative		
Communication/Announcements	The CSEA Santa Fe Field Office is holding a Partner Pantry event for food distribution day on Tuesday, December 22, 2015 between 10:00 am - 2:00 pm.		
Reports	<p>Agenda Review</p> <p>Officers Reports:</p> <p><b>President:</b> Discussed Lakshimi Rai and Katherine MacDonald leaving the Executive Board.</p> <p><b>1<sup>st</sup> Vice President:</b> With accreditation, teams are starting to get feedback from the Steering Committee. Please make it a priority to provide evidence. Gaps will need to get fixed, before the accreditation team comes. If the chairperson of your accreditation team is not allowing you to put in the gaps, notify Mark, Sandra, or Bill.</p> <p><b>2<sup>nd</sup> Vice President:</b> A lot of responses for request for recruitment was received. Request for volunteers for Public Safety hiring committee will be sent out soon. Mark F. encouraged members to join Membership Committee and Events Committee.</p> <p><b>Secretary:</b> No report</p> <p><b>Treasurer:</b> Mark Fernandez Treasurer Report into the minutes.</p> <p><b>Chief Job Steward:</b> Katherine M. discussed current grievances. A couple cases revolve around manager interaction with employees. Some managers are not aware of the new evaluation form. They must use it since it has been out for a few years. It provides a clearer guide on how to rate the employee and better feedback. In the portal employees can find out their evaluation date, who is listed as their manager and who is listed as the evaluator. If the evaluator is not the appropriate person to conduct assessment because of limited interaction, notify Bill Rawlings.</p> <p><b>Site Rep Coordinator:</b> No report</p> <p><b>C-Pro:</b> IT and Marketing is moving forward with staff website. The part that was currently redesigned has been targeted to incoming students and not employees. The advisory committee will soon be formed for phase 2. Staff and CSEA members will be approached to join. If you are interested, please let Bill know. Notify John if you have concerns about CSEA 262 website not being up to date, and he will speak with Jeff George who is the webmaster. The newsletter will be returning and volunteer staff might have to be created.</p> <p><b>Past President:</b> No report</p>		
Old Business	<ul style="list-style-type: none"> <li>Koff Study: Human Resources have not met with managers yet. There are between 12-18 positions that have not been discussed with CSEA yet.</li> </ul>		
New Business	<p>Elections:</p> <ul style="list-style-type: none"> <li>First Vice President- Sandra Bollier (ran unopposed)</li> <li>Secretary- Mary Ann Mulvihill (ran unopposed)</li> <li>Chief Job Steward- Liz Jauregui (ran unopposed)</li> </ul>		• -

**ITEM**

**DISCUSSION**

**OUTCOME**

	<ul style="list-style-type: none"> <li>Site Rep Coordinator- Lee Jones voted in</li> </ul> <p>Polls opened at 12:40 pm Closed at 12:55 pm</p> <p>Great Staff Retreat: Carlos Duarte reminded everyone that the Great Staff Retreat will be held on May 4-6, 2016. Application and information page will come out soon. Efforts are being geared towards new employees who have never attended. It is a way to connect with other employees and learn how the college works and how to solve challenges across campus. Members are encouraged to sign up.</p> <p>Union Steward Training:</p> <ul style="list-style-type: none"> <li>Will be held on February 6<sup>th</sup> at the Santa Fe Field Office.</li> </ul> <p>Voting:</p> <ul style="list-style-type: none"> <li>Member suggested to look at how to do site voting for all members and possibly absentee voting.</li> <li>Chris Torres advised to keep in mind the cost of mailing ballots to home and return of ballot.</li> </ul>	
<p>Good of the Order</p>	<p>Minutes Formatted and submitted by - Lakshimi Rai Corrected by Mary Ann Mulvihill 2-23-16</p>	<p>Next Chapter Meeting: Jan. 20, 2016 Meeting adjourned: 1:11 pm</p>

**EXECUTIVE BOARD ATTENDANCE**

X	Bill Rawlings - President
X	Sandra Bollier - 1 <sup>st</sup> Vice President
X	Mark Fernandez- 2 <sup>nd</sup> Vice President
X	Lakshimi Rai - Secretary
X	Elizabeth Jauregui - Treasurer
X	Katherine MacDonald - Chief Job Steward
	Mary Ann Mulvihill - Site Rep. Coordinator
X	John Lewallen - Chapter Public Relations Officer
	Jaccolyn Martinez - Past President

**2015 CHAPTER MEETING DATES**

January 21, 2015	July 15, 2015
February 18, 2015	August 19, 2015
March 18, 2015	September 16, 2015
April 15, 2015	October 21, 2015
May 20, 2015	November 25, 2015
June 17, 2015	December 16, 2015
Location:	Bldg 6-160

*Bill Rawlings 2.24.16*  
*Mary Ann Mulvihill 2.24.16*