



# Mt. SAC CSEA Chapter 262

## Minutes

### August 17, 2016

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

No corrections made.

ITEM	DISCUSSION	OUTCOME
Call to Order & Pledge of Allegiance	Call to Order- 12:09 pm Pledge of Allegiance - Kevin House	Number of Attendees - 42
Approval of Minutes	Moved by Kevin House, 2 <sup>nd</sup> by Rondell Schroeder	No corrections; noted wrong month was typed on Agenda.
Guest/New Members	<ul style="list-style-type: none"> <li>• New Members: Eric Santos, Public Safety</li> <li>• Guest-Andy Ritchie, LRR</li> <li>• New - Emily Rife, New Field Office (Floater) Rep.</li> </ul>	
Communication/Announcements	<ul style="list-style-type: none"> <li>• CSEA's General Bulletin 2016</li> <li>• CSEA's General Bulletin 2016</li> <li>• Report of Executive Board Voted on donating \$ to CPD gift cards of Starbuck and Target</li> </ul>	
Reports	<p><b>Officers Reports:</b></p> <p><b>President:</b> Bill reported that our new VP of HR will be starting in Sept. Looking forward to working with him.</p> <p><b>1<sup>st</sup> Vice President -</b> Sandra reported out about Accreditation. Please check out the area that pertains to you. If you have any questions, please ask someone or contact myself or Dr. Malmgren. The accreditation will take place the 2<sup>nd</sup> week of the Spring Semester. Be prepared, because of the change in Accreditation, they may ask more questions than usual. Mock Accreditation Site Visit will take place near the accreditation visit. We want to be the first to be accredited without any recommendations.</p> <p><u>Question asked by member:</u> What type of questions do they ask?</p> <p><u>Answer.</u> What is the climate here? We will send out more info to you about the questions. Look out for the info regarding FLEX day, classified will be included that day. It is important for the District to have us participate. Mark also gave another example: They asked him what PIE is? Bill encouraged everyone to be honest. Welcome to give feedback to committee directly.</p> <p><b>2<sup>nd</sup> Vice President:</b> – Mark reported a thank you to Rosa Asencio and John Lewallen for all their hard work on making the Classified Professional Development Day a success. It was well organized, well attended. Mark encouraged everyone to attend and encourage others for next year. Committee will be adding more training sessions next year, i.e. EXCEL training, etc. John Lewallen reported that he went to Dr. Scroggins and asked to have the campus closed for classified. John also encouraged the members to be here next year and participate. Mark asked the members to think about what type of training could be offered. If you want to put on a training, please send John or myself an email. We need to encourage Dr. Scroggins and to support us.</p> <p>Mark reported that we need more committee members. It's on the top of the page on the Governance Report. If you are interested, please check the box and let us know.</p> <p><b>Secretary:</b> No report</p> <p><b>Treasurer:</b> Sandra Bollier read the Treasurer's report in Zak's absence.</p> <p><b>Chief Job Steward:</b> A lot of calls on harassment, that is not necessarily a contract violation, but please document, be clear and concise, if you have a witness, that would be helpful.</p> <p><u>Question asked by member:</u> Need clarification on harassment.</p>	

**ITEM**

**DISCUSSION**

**OUTCOME**

**Answer:** Elizabeth gave definition and then explained documentation is needed for harassment claim. Bill stated that bullying and harassment has changed from several years ago. A member thanked the Union for helping her out when she needed it. Member then thanked Katherine MacDonald and Andy Ritchie.  
 Mark clarified that harassment can only come from a supervisor. We do have district policies that can address unprofessional behavior.  
**Site Rep Coordinator:** Absent  
**CCO:** John thanked CSEA for donating gift cards. Discussed CPD Day. Thanked all that attended and gave reasons why it's important to attend. Noted that POD will be sending out survey and asked members to please complete survey.  
**Past President:** No report, everything is fine.

Old Business	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Member Scott Neighbor motioned to, "Prohibit the President or designee of CSEA 262 from approving the Public Safety 'Policy and Procedures Manual' without prior ratification by the members in the Public Safety Department."</li> <li>• Kevin House 2<sup>nd</sup> the motion</li> <li>• Discussion - Bill gave detailed info regarding the motion</li> <li>• Answer: Management-Lexipol (std manual for police departments)</li> <li>• Answer: No only to the department</li> <li>• Any objection tabling item b, without objection, approved.</li> </ul>
New Business	<ul style="list-style-type: none"> <li>• Bill stated we are going to add an "a" to New Business</li> <li>• Gavel passed to Sandra for Bill to discuss</li> <li>• Gavel passed to Mark for Sandra to discuss</li> <li>• Question: Who created this proposal?</li> <li>• Question: Does this need to be approved by Board</li> <li>• Motion passed</li> <li>• Cason stated that we have to approve to table item b, per the constitution.</li> </ul>	

**Good of the Order**

- Carlos Duarte, Public Safety, thanked member Evelyn Capiti, in Payroll, for helping him with a payroll issue. Also, encouraged members to participate in next year's CPP Day. He gave an example of two people who wanted to do a class, they were approved and had a great time. "So if you think you can't do it, you can!"

**Adjournment**

Minutes  
 Formatted and submitted by - Mary Ann Mulvihill  
 No corrections needed, submitted by Mary Ann Mulvihill

Next Chapter Meeting: September 21, 2016  
 Meeting adjourned: 1:03 pm

**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	Mary Ann Mulvihill - Secretary
	Zak Gallegos- Treasurer
X	Elizabeth Jauregui Chief Job Steward
	Lee Jones - Site Rep. Coordinator
X	John Lewallen - Chapter Public Relations Officer
X	Jacelyn Martinez - Past President

**2016 CHAPTER MEETING DATES**

January 20, 2016	July 20, 2016
February 17, 2016	August 17, 2016
March 16, 2016	September 121, 2016
April 20, 2016	October 19, 2016
May 18, 2016	November 16, 2016
June 15, 2016	December 14, 2016
Location: Bldg 6-160	

*BeD Rawlins 9.28.16 MaryAnn Mulvihill 9.28-16*