

AFT STAFF GUILD EXECUTIVE BOARD
Thursday, November 16, 2017
LATTC, 3:00pm

PRESENT: Officers: V. Butler; M. Gaitan; S. Chen-Page; S. Ishaque | **City:** P. Atkinson; V. Tylecek; K. Ryan-Rubio; Brian Spoelstra | **District:** M. Romo; V. H. Ortiz | **ELAC:** E. Alvarado | **Harbor:** W. Gilliam; K. Roberts; T. Davis | **Mission:** S. Mignosi | **Pierce:** M. Montanez; G. Whaling | **Southwest:** Y. Walker | **Trade:** L. Hunter; E. Traylor; D. Santoianni; M. Castillo | **Valley:** P. Highley | **West:** D. Morrisette; L. Nunez | **Retirees:** |

Guests:

EXCUSED: F. Reisner; C. Smith; C. Walker; B. Harmon

ABSENT: Officers: | **City:** | **District:** | **ELAC:** J. Ortiz | **Harbor:** | **Mission:** | **Pierce:** | **Southwest:** | **Trade:** R. Marquez; | **Valley:** | **West:** J. Haywood; S. Jeter-Williams; | **Retirees:**

CALL TO ORDER V. Butler called the meeting to order at 3:16p.m. at LATTC

MOTION TO APPROVE OCTOBER MINUTES INTO THE RECORD.

MSP S. Mignosi/M. Gaitan

REPORT FROM WORKSITES:

CITY: P. Atkinson – Union Day @ LACC 11/2, Brian Spoelstra was introduced as new Grievance Rep for LACC. Greg and Brian spent the morning visiting members - Consultation with President 11/7, Kelly Ryan-Rubio introduced as acting Chapter Chair starting New Year, Brian Spoelstra started 11/1, 2017, Discussion topics - concern staff use of showers on second floor Kinesiology Building faculty/staff locker room, Admission & Records - Boxes of files. Concerns regarding Roll over accuracy in PeopleSoft, evidence of missing college records – Chapter meeting 11/14, Chancellor attended – 11/16 campus wide retirement event, Member issues: Student Services looking to identify student workers. SS Dean submitted a request for replacement for SRP in Counseling/Assessment staff.

PIERCE: M. Montanez – 10/24 delegate meeting, 10/27 chapter meeting, annual year-end meeting organizing committee 10/31, President consultation 11/20 – Hiring committee G. Calubayan appointed to Dean of IA – Shared Governance Committees – Concerns over lack of staff parking due to permits being issued to Encore/student workers, Evaluation Meeting – represented member at evaluation, member submitted rebuttals. Meeting represented member on a complaint from community member. Issues – Member concerned; supervisor requesting detailed description of daily tasks, Life Science Techs concerned increased workload over the years with no increase in assistance, Member A&R report a hostile encounter with student over not being able to reset password – Kristine Ayzvazyan appointed as new grievance rep beginning Jan. 1 2018, voting held for ratification of contract.

DISTRICT: V. Ortiz - 10/13 consultation – ESC Classified Day, employee issues with PC desk study procedures, Non-MOUS computing differentials for IT staff, re-establishing work environment committee (WEC) – Grievance Issues – OT issue, not being equally distributed, - Employee Issues – staffing in retirement unit, no response from 10/3 skelly meeting, employee still on admin leave, California Shakeout Drill 10/19, contract ratification 11/15.

SOUTHWEST: E. Walker – working on 2 grievances for unclassified workers, working on assigning members to shared governance committees.

EAST: E. Alvarado – Concerns over staff vacancies, HRC committee recommendations not accepted by president, career days on campus.

TRADE: L. Hunter – 11/11 consultation – Union Day summary. Visitation of classified, observation of unclassified workers, membership meeting, request current list of unclassified workers, Academic Affairs – lack of supervisory roles for classified, LATTC Social Media, Food Bank, EEO Training – Jan. 2018, violation of student workers in open lab in library. Activities & Events – Union Day 11/9, Effective Work Place Communication sponsored by EAP, Holiday membership meeting 11/30 – Member Concerns – Employee DSPS concerned about rating, Campus mapping completed, Hostile work environment employees and Dean, meeting setup , IT supervisors behavior to staff – meeting set, IA's assigned to DSPS lab – grievance pending, Staff Guild funds for professional development returned, CGCA handbook VP of Student Services unaware it existed.

HARBOR: W. Gilliam – 10/12 Consultation – Discussed replacing retired staff, handicap doors not working Seahawk building – Member Issues – gas smell from Mobile plant, admin should provide masks on particularly bad days for persons with respiratory problems – Shared Governance – professional development discussion, what issues on campus currently concerns classified members.

VALLEY: P. Highley – AA hired, issues over weight belts in IT, issues with campus center, members assigned to hiring committees, Veronica going out on illness leave – Theresa Ramirez will be Acting Chapter Chair until she returns.

MISSION: S. Mignosi – 10/24 Consultation; Events – Upcoming Events – 10/20 ribbon cutting for AMP building, 11/7 Town Hall on Guided Pathways, 12/5 Holiday Party – Classified Hiring – Online Multi Media Specialist, Administrative Sec, interviews student services assistants – Member Issues – 8 classified employees retiring/retired, there are concerns members will have to take on additional duties and will not be able to perform well, title 9 LAMC now has lactating room, ongoing issues with SIS.

WEST: L. Nunez – Presidents consultation 10/26 – Discussion: enrollment, process retreat held 11/7, expansion presidents cabinet to include all groups, staff guild member attended – Unit Issues – several issues with office dynamics, L. Nunez & K. Davillier serving on college council, J. Haywood co-chair of enrollment committee, Interviews for IAIT. Student Services holiday lunch.

RETIREEES: B. Harmon – (report submitted via email) Membership at approximately 49 members, added some June retirees and registered early some December retirees; Annual retiree membership meeting/luncheon held, approximately 25 attended, "Graduation Party" for those retiring after June retirements.

REPORT FROM DIRECTOR OF OPERATIONS: Steven Butcher – reintroduced himself, his second week on the job, attended consultation, PC, grievance training.

4. REPORT FROM OFFICERS:

- a. **Treasurer:** S. Page – Checking balance \$953,337.71; Expenditures total \$32,887.05 Deposits \$118,897.77; COPE balance \$64,251.61 – Student affairs committee – student trustee requiring BOT member present, concerns over increased cost of textbooks. Continued SIS problems and financial aid monies not distributed in timely manner – Attended Finance & Budget Committee – internal audits plant facilities City, Mission and Athletic Departments at Valley, Pierce & West, the finding is alarming, plant facilities audit rated all 4 colleges as impaired, inventory of tools/equipment not tracked, materials and labor not recorded and is not in compliance with Ed. Code and California Public Cost Accounting Act, no processes in place to ensure compliance with environmental health and safety standards and emergency preparedness issues. Update on ESC HR audit – 12 implemented and 5 not implanted recommendations, top concerns regarding classified members: files not maintained and/or missing files, differential pay procedures not followed properly, no evidence to substantiate that probationary evaluation process has been completed for new hires; attended Union Day at South West 10/17, Union Day Harbor 10/26, City College 11/2 & LATTC 11/9.
- b. **First Vice President:** M. Gaitan – No written report submitted.
- c. **Second Vice President:** S. Ishaque – Reclassification Studies – Class Establishment – Changes discussed – Senior sign language interpreter specialist, sign language interpreter specialist I & II to be just sign language interpreter specialist, director of human resources, establish sign language interpreter specialist sub & relief, 3 classifications in procurement department – claiming; PC rule changes – 4 PC rules changed 616, 671, 537, 500 – updates due to changes to Ed. Code – Committees: Legislative & public Affairs – cuts to funding over next 3 years, \$7 million donated to DACA students from deferred maintenance – Budget & Finance Committee – LACC plans to cover deficits, will take effect Fall 2018, LAHC & LASC will have quarterly meetings for reducing debt, committee formed to assess function of IT at ESC, HR corrections in process; Consultation – 2 SLIS at 19.5 hours, change of classification of SLIS, CGCA data workload of lab techs – Other Attended Union Day at City, Trade Southwest & Harbor.
- d. **Recording Secretary:** C. Smith – Hot off the Press in process, Attended Consultation, IE/Student Success committee meeting, annual EEO advisory committee meeting, LATTC Student Awards Dinner.

5. President's Report: V. Butler

- a. **Breakfast with the Chancellor** – Explain Unit I opinion to Chancellor why enrollment is down. He believes that shared governance is working at campuses, he is aware of vacancies at colleges and is working on priority lists.
- b. **Negotiations – Board of Trustees 11/1 @ Harbor** – Speakers LATTC and discussed corruption at Trade, misuse of funds, illegal grade posting, corruption with Umoja Program; East No Report; LAMC California Wellness Grant that utilized to assist former inmates; Southwest Community partnership; Trade named a building after Tom Bradley; Valley had No Report; West talked about \$22,000 donation emphasis to rebuild partnerships with community and to remove wall around school; Enrollment 7% down; LASC talked about their enrollment plan; Food service regarding Pacific Dinning – several companies are unhappy they believe it was not done properly and V. Butler they are correct; Andrea Hoffman motion sexual harassment report over last 5 years; Talked about accreditation; leadership roles at LACCD, Chancellor requested if we could make a suggestion on who among current deans/VP's would make a good president; Action in support of DACA.

- c. **Consultation/LACCD/Personal Commission** – Concern member put on admin leave, concerned about volunteers, not being finger printed, looking at absence cert. trying to explain you cannot have casual absence on form, 2 employees are assigned 19.5 hours to avoid benefits, district has outsourced \$800,000 for sign language interpreters; Issue at East probationary employee terminated – Union is looking into colleges utilizing designation presenter/trainers to get around issue. A list of all CGCA's requested, still working on hard stop so colleges cannot enter assignments.
- d. **JLMBC:**
Wellness/EAP/Benefits:
Motion to go into closed session S. Ishaque/G. Whaling MSP
Motion to leave closed session T. Highley/S. Page MSP
HRA – HRA still in negotiations
Wellness – We need to get members to utilize EAP or we are going to lose it, 1521A will form a professional development committee to discuss districtwide pro dev.
- e. **LACCD – Budget - DBC Executive Committee** – Ending balance \$130,000,000
- f. **Activities Coordinator:** M. Romo – We will not be participating in the MLK parade next year
- g. **AFT National Discussion from last eboard** - .Many comments about meeting and most felt it was not productive.
 - a. **Motion** – AFT1521A will request AFT bring an external mediator to come in and address classified issues.
P. Highly/S. Page MSP
 - b. **Motion** – **Review per capita with CFT to make one month payments**
G. Whaling/M. Gaitan MSP with 1 opposed
- h. **Updates**
 - a. **Chancellor** –
 - b. **Board or Trustees** – E. Moreno involved in pension spiking.
 - c. **Trustees** – We were thanked for our support.
 - d. **California Federation of Labor** – Monday night – Delegates Meeting

6. Affiliate Reports/Schedules

- a. **L.A. County Federation of Labor AFL-CIO** D. Morrissette – Strategic plan approved, Federation fair share dues – initial dues will increase by .01 over time depending on number of members and some locals will see \$10 straight increase.

7. **Grievances/Arbitration:** Fern is improving, we are hoping to see her at the holiday party – Grievance Report

8. **COPE Session - Motion to enter COPE MSP – Motion to leave COPE MSP - Looking for a political action coordinator.**

9. **Ride Share** – V. Tylecek – 9/29 16th annual transportation summit Mobility 21, over 1000 people attended, community colleges mentioned several times and how transportation could help us; 11/09 MTA awarded prizes for "pledge to ride share (13 District staff and faculty received a prize)

10. **Executive Board Retreat** – TBA

11. **Other** – Union Day at SW College – Mapping plan scheduled

12. **Old Business** – None

13 **New Business** – Good and Welfare – Faculty putting together container for Puerto Rico donations.

Motion – donate \$500.00 to purchase diapers and bleaching material

MSP G. Whaling/K. Ryan-Rubio

Motion – Contribute \$200.00 to black Workers Job Center - P. Atkinson/S. Page MSP

Motion – Continue membership with Universal Health Care - Mercedes/Earl MSP

Meeting was closed in silent prayer for the Family of West LA College Member, Diana Baxter

Motion to Adjourn @ 6:15PM MSP G. Whaling/M. Gaitan

Next Meeting Thursday, December 14th 2017, 3:00p.m., LACC, Holiday reception to follow

Submitted by,

Curtis Smith

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Recording Secretary, AFT1521a

Curtis Smith, AFT 1521A Recording Secretary