

MCCCD PSA Executive Council Meeting

February 15, 2006

1:30PM – 3:30PM

Location: SMCC – SU100A

Call to Order:

- Meeting was called to Order at 1:38 pm by Kevin Vahle, PSA President.

Executive Board Officer Reports-

- **President's report:** (Kevin Vahle):
 1. Human Resources Update – there were 388 PSA Postings from January 1 to December 31, 2005. From those posting, there were 270 hires. Of those hires, 104 were internal transfers (35% - a 7% increase from 28% 3 years ago). There were 14,721 applications for the 388 postings, 738 (or 5%) of those were internal applications.
 2. VCHR Advisory Council – Kevin attended this on December 8. The meeting was modeled around the 6 Thinking Hats Training. From this exercise, priorities were discussed – Kevin will be co-chairing the subcommittee on reclass vs. reassignments. This discussion brought up an interesting fact about job postings. The PSA President must approve all PSA postings for grades 7 and higher that are posted internally and externally simultaneously. About 95% of the time, Kevin denies these requests. The 5% of the time when Kevin approves it – it is for reasons such as it is a ½ time position, or it is a weekend position.
 3. PSA Professional Growth Day will be held Thursday, March 2, 2006 from 1-4pm at GCC. The topics covered will be PSD, PSI, PEL, and Summer Conference.
- **Immediate Past President report:** (Sue Burrola): No Report
- **President Elect report:** (Renee' Young): EXCUSED
- **Policy Chair report:** (Chris Hoeffler): EXCUSED
- **Secretary report:** (Carlene Weberg): EXCUSED
- **Treasurer report:** (Cheryl Badone): No Report

Establish Quorum: No quorum was established, until later in the meeting.

Approval of Minutes: Since no quorum was established, the minutes could not be approved.

Committee Reports:

- **PEL:** (Paid Educational Leave) (Renee Young): No Report
- **FAC:** (Financial Advisory Council): No Report
- **Diversity Council:** (Stephen Zipperer): No Report
- **EBAC:** (Employee Benefit Advisory Council) (Sandia Hayes): Handout from Kevin. A report from Express Scripts was passed around the room that explains the increases. There has been several customer service issues regarding Zenith from PSA – Kevin has forwarded those to Dianne Johns. If there are any issues PSA members are having with Zenith or Express Scripts, those issues should be forwarded to Kevin Vahle and Dianne Johns so that these challenges with Zenith can be brought to light. Each Unit President is encouraged to email PSA to have them direct their complaints via email to Kevin.
- **Service Committee:** April 22, from 8:45 – noon, PSA will be volunteering at the West Side Food Bank in Surprise. Kent Shadburne will email PSA regarding this event, and will be taking registrations. There are currently only 40 slots available.
- **Reclassification Committee:** (Kevin Vahle): No Report
- **PSI:** (Professional Staff Internship) (Madison Walker): Madison sent out an email with an attachment for PSA. Many members present were unaware of this email, so Kevin will ask Madison to resend the email to all.
- **PSD:** (Professional Staff Development) (Gina Sandoval/Marina Bender): You can still submit for spring funding. Please do so by next week in order to get funding.
- **Summer Conference:** (Renee' Young): July 21-22, 2006
Embassy Suites - Paradise Valley (Tatum & Thunderbird)
 - All rooms are 2 room suites
 - Full breakfast on SaturdayFocus: 7 Areas of Wellness (team with Wellness Maricopa)
Theme: Camp Maricopa
- **Web Committee:** (Sue Burrola): Doug Nelson from PVCC has volunteered to help with the website.

*All of these will be highlighted at the PSA Professional Growth Day mentioned above

➤ **New Business**

- ✓ **CPD Representative** – This position will be elected when elections resume.
- ✓ **Constitution Discussion** – PSA's Constitution is accessible online at the following web address: <http://www.maricopa.edu/psa/constitution.shtml> Information on processes and timelines are discussed online. Eligibility, nominations, and roles are also addressed in this document. Updating the constitution – Kevin suggested some update such as the secretary and

treasurer being elected for 2 year terms in alternating years. Kevin will follow the amendment section which lists a timeline and move forward process for this. Upon further review at the meeting, there are items within the amendment process section that need updating specifically. One PSA member noted that within the Expenditure section, it should be stated that receipts need to be submitted for all expenses which are to be reimbursed.

- ✓ **Election Discussion** – The elections for President-Elect (3-year position), Treasurer (1-year position), Secretary (1-year position), CPD Chair (2-year position), and CPD Representative (2-year position) will be on May 3. The nominations for these elections will end in April. There will be a call for nominations at the March District PSA Meeting. Please review PSA's online constitution for more information on the election process, and these positions.
- ✓ **Policy Chair** – PSA CPD Team will try to hold Dialogue Days on campuses to review the proposed changes to the PSA Policy prior to voting. If possible, the CPD team will list who proposed the change. This is to make clear who actually proposed each change (PSA can propose changes, but so can others).

➤ **Old Business**

- ✓ **CPD** – All-CPD Proposals went to CEC/Governing Board*. The following were submitted as PROPOSALS:
 1. Step 9 to be added to salary schedule, and a step for those eligible, 3% increase for those red-lined.
 2. Benefit increase costs covered (medical core plan only).
 3. Increase in Professional Growth funding based on proposed new FT Employees (\$1,250 per new Full-time employee (FTE)).
 4. Spring Break college closure to include Wednesday (in addition to Thursday and Friday) starting in 2007.
 5. District offices were requested on behalf of other employee groups.
 6. Uniform allowance increase requested by M&O, Safety, and Crafts personnel.
 7. A step or step equivalent for 20 years of service to the district (all employee groups except for PSA proposed this). PSA will be reviewing this for next year.

* These are just proposals, and do not mean that this is what the Governing Board will approve.

➤ **Other**

- ❖ **Unit Treasurers** – It was suggested that all Campus Treasurers email PSA employees and urge them to check their pay stubs (those that had payroll deduction). This is to verify that the deduction was indeed deducted. Cheryl Badone has been running into problems where the

deduction was not deducted. HRMS allows employees to access their pay stubs online.

- ❖ **Outstanding PSA Member** – PSA Employees are encouraged to nominate other PSA Employees to receive the Outstanding PSA award. The committee who reviews and awards the recipient consists of the Past-President and four other PSA members. If you would like to nominate someone, contact your unit PSA President, or Sue Burrola.

🏆 **KUDOS to Crystal Theaker for taking minutes in Carlene's absence AND for RIO supplying good refreshments.**

🏆 **Next Meeting at Rio Conference Room.**

Refreshment Sign Up sheet for the rest of the year:

GWCC	March 22, 2006
EMCC	April 19, 2006
SMCC	May 3, 2006
GCC	June 21, 2006