



**Meeting Minutes – February 20, 2008
Employee Lounge/District Office**

PSA Executive President, Chris Hoeffler, called the meeting to order at 2:07 PM. Ground rules were posted and reviewed.

Executive Board Reports

Executive President – Chris reviewed the 2008-09 salary proposal which included a request for MCCD to pay the ASRS deduction raise, the board to cover any increase in the Core plan insurance premium, a “grid shift” for PS employees, the proposal of a Grade 11 and to open the Grade 98 to accommodate more .

Executive President-Elect – Stephen Zipperer – See Summer Conference Report in Committee Reports.

Executive Secretary – Lynn Mary – A quorum was established. The Minutes of November 14, 2007 and January 16, 2008 were approved.

Executive Treasurer – Marsha Carlen reported the following account balances:

Checking Account Balance	Savings Account Balance
\$24,746.23	\$19,391.06

Reimbursements for memberships have been sent to each campus.

CPD Chair – Anita Dusek – See CPD Report in Council Reports.

Past-Executive President – Rene’e Young – Due to the death of her father, she has been out on FMLA.

Powerpoint Presentation – Dianne Johns
Reclassification: What To Do When No Job Matches?

Dianne presented a general overview of the process used by the District Job Evaluation Committee (JEC) for reviewing and recommending new job descriptions to CEC, this is based on the job duties not the job holder. If you feel you are working 80-120% out of scope a new job description might be the answer. The first step is to highlight your JD with the job duties you are presently doing and highlight the job duties you perform that appear on another JD in the job bank (if nothing fits then a new JD can be written). This is a multi-step process which requires many levels of review and input, both at the college and at the District Office. The paperwork begins with the jobholder and JEC Rep, then goes to the supervisor, then to the college Administration and finally back to the JEC Rep for their review before sending to HR for review by the committee at their monthly meeting. The process can be stopped by a supervisor or president.

MAT and PSA combined	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>
New positions submitted	10	7	5	14	16	6	**	**

** Figures for 2006-07 and 2007-08 will be provided in the near future.

Council Reports

<p>CPD: Anita Dusek (Collaborative Policy Development)</p>	<ul style="list-style-type: none"> The wording issues and legal issues (brought up by CEC) are being worked out. Anita will be attending SCC and GCC campus meetings to help answer questions about the policy development process and clarify any misconceptions about the PSA Policy Manual.
<p>DAC: Rene'e Young, Rep (Diversity Advisory Council)</p>	<ul style="list-style-type: none"> Chris reported progress in the increased employee participation in the Mosaic, Navigate Maricopa and Hire The Best programs sponsored by EOLT.
<p>EBAC: Liz Buckton, Rep (Employee Benefit Advisory Council)</p>	<p>No Report.</p>
<p>FAC: Carmen Gonzales (Financial Advisory Council)</p> <p>Sub-Fac: Chris Hoeffler</p>	<ul style="list-style-type: none"> A recommendation has been made for a \$6 increase to tuition for 2008-09 with \$.50 going to Fund 2 for support of activities/athletic programs. There will not be a meeting in February so there will be no report at the March meeting. <p>No Report.</p>

Committee Reports

<p>PEL: Rene'e Young, Chair (Paid Educational Leave)</p>	<ul style="list-style-type: none"> Deadline for on-line applications is April 14.
<p>PSD: Juliane Roybal, Chair (Professional Staff Development)</p>	<p>No report.</p>
<p>PSI: Darlene Hoeg, Chair (Professional Staff Internship)</p>	<p>No report.</p>
<p>Service Committee: Erika Harp</p>	<ul style="list-style-type: none"> Ruth Unks, Risk Manager for the district is checking the policies and procedures to be sure what we do is approved. Letters for 30 agencies have been sent with 2 responses. St. Vincent de Paul: Dining halls, Retail Thrift, Donations. Maricopa Learns Through Service: Sylvia Brekke, a Volunteer Manager, presented information on the Youth At Risk Program. The New Pathways Mentoring Program is targeted at youth ages 14-17, the program begins with a four-day retreat at a residential camp. Activities combine in-depth education, training and personal redirection through self-examination and physical challenges. Youth are paired with a mentor and meet weekly in workshops for nine months. Over 1700 lives of youth have been positively impacted through this program. Sylvia can be reached at 602.481.0212 or sylvia.brekke@phoenixyouthatrisk.org.
<p>Summer Conference: Stephen Zipperer</p>	<ul style="list-style-type: none"> The 2008 PSA Summer Conference will be held at The Scottsdale Marriott at McDowell Mountains, the same location as in 2007. Rationale: Best Value, Good Rates.
<p>Web Committee/Web-Master</p>	<p>No report.</p>

New Business: no new business was brought forth.

Old Business: No Unit Announcements were made due to time constraints.

Plus/Delta

PLUS: Good speaker DELTA: None

Respectfully submitted,

Lynn K. Mary
Executive Secretary, PSA

Name	Proxies	College	President's Meeting 02/20/08	General Meeting 02/20/08
Armenta, Adelina		PC		X
Carlen, Marsha *		EM	X	X
Crockett, Nyla	5	MC		X
Dodds, Helen		RS		X
Dusek, Anita *		MC	X	X
Elfgren, Mary		PC		X
Elie, Wanda		GW		X
Ellsworth, Dennis		DO		X
Espinoza, Lori		PV	X	X
Fives, Anna	5	GC	X	X
Gibbons, Mary		SC	X	X
Gonzales, Carmen		DO		X
Gurney, Karen		SM		X
Hancock, Julia		GW		X
Harp, Erika		MC		X
Hervey, Sally		GC		X
Hoeffler, Chris *		SC	X	X
Huber, Melanie		RS	X	X
Kirchner, Patricia		GW	X	X
Koetzle, Kathryn	1	RS		X
Loucks, Kelly		PC		X
Lueppker, Kathleen		SC	X	X
Mary, Lynn K. *	2	PC	X	X
Mandel, Linda		GW		X
Mitter, Jim		EM	X	X
Owens, Donna		EM		X
Perry, Scarlett		GC		X
Silberman, Kathy		MC		X
Takata, Kacie		MC		X
Watermolen, Jean		MC	X	X
Young, Rene'e *		SM	X	X
Zipperer, Stephen *		DO	X	X

* Executive Board Member