



**Meeting Minutes – October 17, 2007
Rio Conference Center**

PSA Executive President, Chris Hoeffler, called the meeting to order at 2:05 PM. Ground rules were posted and reviewed. A quorum was established. The Minutes of September 19, 2007 will be approved at the November meeting.

Executive Board Reports

Executive President – Chris Hoeffler announced a Governing Board presentation will be held on December 4, 2007 from 3:00 to 5:00 PM where the Meet and Confer Agenda, All CPD including benefit costs will be discussed. Chris also provided a 2008-09 salary proposal handout.

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

Executive Secretary – Lynn Mary – No report.

Executive Treasurer – Marsha Carlen reported the following account balances:

Checking Account Balance	Savings Account Balance
\$20,049.10	\$19,325.85

Presentation of the 2007-08 PSA Budget was approved with the changes discussed during the meeting. The total budget is: \$18,850.

CPD Chair – Anita Dusek – see Special Presentation.

Past-Executive President – Rene’e Young reported that PSA positions are not being replaced or are divided and used for other positions. Several other campus units are also experiencing replacements in PS employees not being hired when someone retires, transfers or resigns.

Council Reports

CPD: Anita Dusek (Collaborative Policy Development)	No report.
DAC: Rene’e Young, Rep (Diversity Advisory Council)	Excellent retreat – a count of how many EOLT courses are being taken by PSA. Adding diversity to evaluation is being proposed.
EBAC: Liz Buckton, Rep (Employee Benefit Advisory Council)	Handout provided. Report given by Chris Hoeffler: Flexible Spending Accounts; FAQ’s; Alternative Options for prescriptions.
FAC: Carmen Gonzales, Rep (Financial Advisory Council)	The next meeting is scheduled for 10/30/07. Benefits proposed increase 12.5% to 16%; Retirement proposed increase 9.6% to 10%; no State Aid for 2008-09. SUB-FAC: used for upkeep of buildings.

Committee Reports

PEL: Rene’e Young, Chair (Paid Educational Leave)	No report.
PSD: Juliane Roybal, Chair (Professional Staff Development)	Data from Summer II and Fall was presented by Angelica Mihailova for Juliane Roybal. Included in the budget report was a percentage break down of expenditures for Summer II and Fall 2007. The process will be streamlined with an on-line application and some policy changes. Three copies will be required instead of 10 copies.
PSI: Darlene Hoeg, Chair (Professional Staff Internship)	No report.
Service Committee: Erika Harp	No report.
Summer Conference: Stephen Zipperer	The site for the 2008 Summer Conference will be announced at the December Holiday PSA Luncheon. The theme will be selected today at the Summer Conference Meeting.
Web Committee	No report.
Webmaster: Doug Nelson	No report.

Special Presentation

Anita Dusek, Policy Chair provided a powerpoint presentation entitled, “Frequently Asked Questions – PSA Policy Manual”. The presentation included information on:

- Lunches and breaks
- Release vs. Flex Time
- Overtime
- Personal Time
- Dress Code

A lively discussion ensued with several campus units raising incidents and issues relative to their campus. Anita asked everyone to email her issues and she will make sure a response is sent to them and the issue/concern is part of the policy revisions for 2008.

Rene’e Young provided a handout entitled, “SMCC Student Services Office Attire Guidelines” from 2005-06.

New Business

Old Business: Unit Announcements

GCC: Annual PSA Holiday Craft and Bake Sale – November 28, 9:00 AM to 2:00 PM

Next Meeting – November 14, 2007 – Location: RIO Conference Center
President’s Meeting: 1:15 to 2:00 PM
General Meeting: 2:00 to 3:30 PM
Guest: Elizabeth Karabatsos, Ombudsperson
Summer Conference Meeting: 3:30 to 5:00 PM
Refreshments will be provided by CGCC

PSA Meeting Minutes – October 17, 2007

Respectfully submitted,

Lynn K. Mary
Executive Secretary, PSA

Name	College	President's Meeting 10/17/07	General Meeting 10/17/07
Barrera, Maribel	GW		X
Blackwell, Sue	MC		X
Bryant, Bonnie	PC		X
Buckton, Elizabeth	PV		X
Carlen, Marsha *	EM	X	X
Carpio, Romana	CG		X
Cook, Rachel	GW		X
Cota, Rosalinda	SM	X	
Crockett, Nyla	MC		X
Crossley, Kathy	CG	X	X
Czech, Sandee	PC		X
Dodds, Helen	RS		X
Dusek, Anita *	MC	X	X
Elie, Wanda	GW		X
Espinoza, Lori	PV	X	X
Fives, Anna +7	GC	X	
Freeman, Mary	GW		X
Gonzales, Carmen	DO		X
Gunter, Chris	DO		X
Harris, Janell	DO		X
Hervey, Sally	GC		X
Hoefler, Chris *	SC	X	X
Huber, Melanie	RS	X	X
Kirchner, Patricia	GW	X	X
Koetzle, Kathryn	RS	X	X
Leesley, Martha	SC	X	X
Lueppker, Kathleen	SC	X	X
Mary, Lynn K. *	PC	X	X
McKeever, Mary	SC		X
Mihailova, Angelica	DO		X
Moss, Ann	DO	X	X
Owens-Turnbow, Donna	EM		X
Perez, Lydia	EM		X
Perry, Scarlett	GC		X
Quiroz, Cecilia	PC	X	X
Schuler, Pam	CG		X
Scott, Tammy	DO		X
Smith, Irvin	SC		X
Tse, Bill	GW		X
Watermolen, Jean (+8)	MC	X	
Wheatman, Mackenzie	SC		X
Wright, Julie	CG		X
Yakovchenko, Yana	RS		X
Young, Rene'e *	SM	X	X
Zellitti, Robbie	SC		X
Zipperer, Stephen *	DO	X	X