

July 2022 | Volume 2 | Issue 7

# CSEA Cerritos Chapter 161 Clipboard



AFL-CIO

**Our Mission:**

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

**Cerritos Chapter 161 Members,**

We welcome another hot summer month. I want to share a link to free things to do in [LA County](#) and [Orange County](#) so you can enjoy some family and friend time without affecting your finances drastically. Remember that your local Library also has A/C, internet and storytime for children if you need to find somewhere to beat the heat.

I also want to share that Nuvision Credit Union is offering a 24-month 2.10 apy for their flex certificates. You can get more information by visiting their website [NCU Flex Certificates](#)

Also, Long Beach Credit Union provides Financial Education to its members and you can view their courses here [LBCU Education Courses](#)

If you have somewhere that is economical and would like to share it in future editions, please send information to Isabel Aguilar at [iaguilar@cerritos.edu](mailto:iaguilar@cerritos.edu)

**Optimum HQ**

As a friendly reminder when accessing the campus to check-in via the Optimum HQ portal before accessing the campus. Be sure to check your emails regularly since close contact and other notifications are sent by Human Resources based on your check-ins.

**Vice President of Student Services Forums**

On July 12th and July 13th, interviews for the Vice President of Student Services will occur along with Candidate Forums on July 18th and July 19th. Further information will be forthcoming from the President's Office.

**Fall 2022**

As a reminder, the first day back at 100% is Monday, August 8th. COVID-19 updates website will soon reflect the Fall 2022 return to campus plan along with updates and can be found <https://www.cerritos.edu/covid-19/>

**16-week Compressed Calendar**

The District has entered into an MOU with CCFF to address the implementation of a 16-week compressed calendar. We have one CSEA representative that was invited to join in the discussion. I encourage you to read through the 4-page MOU that outlines their agreement. You can view the [16-week Compressed Calendar MOU here](#) or on the [Human Resources website](#). Feel free to reach out to Michele Kingston at [mkingston@cerritos.edu](mailto:mkingston@cerritos.edu) to share any impacts to classified you may identify.

**Parking Permits**

Beginning the Fall 2022 semester, parking permits will be required for all staff. Pursuant to the CSEA Collective Bargaining Agreement (CBA), permits are available at no charge to employees. If you have not purchased your free permit, go to <https://www.cerritos.edu/parkingpermit>



Helpful tips:

Under permit requested, select “Annual”

Under select permit for section, use “classified”

If you see a charge, do not proceed, contact Campus Police.

### **Resources**

I include links to resources you may find beneficial:

Work Calendar for 2022-23

Support Network for Administrative Professional on MS Teams

LA County Department of Public Health

### **CSEA Annual Conference**

Our chapter delegates are scheduled to attend CSEA Annual Conference the week of July 24-28.

As members, you can watch the live stream conference for FREE.

### **Meeting Opportunity Winners**

Our June chapter meeting opportunity winners are Eden Ellis, Michele Kingston and Vicki Stevens.

Please be sure to reach out to Irlanda Lopez to select your gift card. Congratulations!

***“If you have knowledge, let others light their candles in it.”***

**– Margaret Fuller**



**In Solidarity,  
Irlanda Lopez | Chapter President  
CSEA Cerritos Chapter 161**

#### **Upcoming Executive Board Meeting**

Wednesday, July 13, 2022

11:00 am via Zoom

Meeting ID: 979 4620 0928

Passcode: 608164

#### **Upcoming Chapter Meeting**

Wednesday, July 27, 2022

12:00 pm via Zoom

Meeting ID: 962 5896 2048

Passcode: 032641

**EXECUTIVE BOARD****President**

Irlanda Lopez  
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**1st Vice President**

Erik Duane  
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**2nd Vice President/  
Chief Job Steward**

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**Treasurer**

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**CPRO**

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## **Cerritos College Rideshare Program**

Ridesharing reduces air pollution and traffic congestion and supports a more sustainable, livable environment for the Los Angeles area.

1. Walking to work.
2. Riding a bicycle to work.
3. Riding a bus to work or taking a train.
4. Participating in a rideshare group. (any vehicle with 2+occupants)
5. Other alternative to driving along (i.e. childcare, 9/80 work schedule, dropped off by another employee from a different employer, riding with a student, dropped off a child or student at a school, ride to work with another employee, etc.).

Cerritos College agrees to pay one dollar twenty-five cents (\$1.25)\* or ten (10) minutes of vacation time (classified and management employees only) for each point earned by participating in one or more of activities.

Incentives will be paid at the end of each three (3) month quarter. Vacation time will be rounded up if over one-half (1/2) of a fifteen (15) minute increment or rounded down if less than one-half (1/2) of a fifteen (15) minute increment.

**Rideshare link.**

**NEGOTIATING COMMITTEE (\* Team)**

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Chief Negotiator

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## **Negotiation Update**

### **Site Rep Corner**

What is a site representative? A site rep is a good "entry-level" job for a motivated chapter member to start out with.

Site reps provide a vital communication link between members and chapter leaders. Site reps help sign up new members through CSEA's New Employee Orientation program. They also keep bulletin boards updated and answer questions at their site or refer co-workers to the appropriate chapter officers or union staff for answers.

Our current site reps are: Isabel Aguilar, Jessica Coronado, Toni Grijalva, Jeanne Harmon, Maria Isai, Erica McLennan, Jenny Mejia, Stephanie Minami, Katherine Mishler, Roxanne Mitchell, Vanessa Rodriguez, Victoria Stevens, and Regina Ybanez. If you are thinking about becoming a site rep, or want to know more about it, please reach out to me.

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### **3-Year Successor Contract**

Our June 6th negotiations meeting was cancelled by the district due to the illness of their chief negotiator, so we were unable to bring forth any proposals or counters on that date.

We will bring forth our latest round of proposals and counters to include our Article 5: Compensation proposal to the district. Please be sure to check your email for a negotiations update on that meeting.

Thursday, June 23, 2022, we met with the District to continue successor negotiations.

We presented our proposals for Articles:

- 2: General Provisions
- 4: Grievance Procedure
- 5: Compensation
- 7: Hours of Employment - Remote Work

Additionally, we presented counter-proposals for Articles:

- 6: Health and Welfare Benefits
- 10: Evaluations

The District provided a counter proposal to Articles 8: Effects of Layoff.

This article will be brought back and reviewed by your Negotiations Committee before any action is taken.

Our next scheduled negotiations meeting is July 18th.

NOTE: Updates to negotiations are regularly given 3 times a month: at our Executive Council meeting, Chapter meeting, and in the Clipboard.

Additionally, an email notice is sent after each negotiation meeting we have with the district. If there are chapter members who are not attending meetings or getting the Clipboard, please pass on this info. Thank you.

**Employee of the Month**



**Congratulations  
Amber Douglas!**

May 2022 Employee of the Month  
Banquet Chef, Culinary Arts

**Member  
Spotlight**



**Meet Vanessa Rodriguez**

Vanessa is Administrative Secretary II in Institutional Effectiveness, Research, and Planning. She has been employed on campus since August 2004. She has been married for 34 years and has three daughters and two sons-in-law. She enjoys spending time with her family, going to church and gardening.


Say Hello to Vanessa!



We want to get to know you and introduce you to our Chapter 161 family.

Submit your response here: [tinyurl.com/Chapter161memberspotlight](https://tinyurl.com/Chapter161memberspotlight)


**DO YOU KNOW  
AN EMPLOYEE  
THAT GOES ABOVE  
AND BEYOND?**



Outstanding Employee of the Month is an award presented to a classified or confidential employee who goes above and beyond their daily job duties. The purpose of the award is to recognize outstanding employees and to motivate all staff to do their very best.

If you know of a Classified/Confidential Employee that has made an outstanding contribution to the college, the community, students or to another staff member, have them recognized by the District!

Get the form [here](#).




# ★ KNOW ★ — YOUR — RIGHTS

- If a supervisor calls you into a meeting, you may have reason to have your union representative present. These are your rights:
- If you think the meeting might lead to discipline, reprimand or dismissal, you have the right to union representation.
- Immediately notify your job steward or other union representative of your meeting with management.
- If the purpose of the meeting is investigatory and could lead to discipline and you have requested union representation, the employer must stop the meeting or reschedule it until a representative is present.
- You must ask for union representation. The employer does not have to advise you of your rights.
- If you request union representation and it is denied, you have the right to refuse to answer any questions that could be used against you. However, do NOT refuse to attend the meeting. CONTACT your representative immediately.

**Remember, you must demand your right to union representation.**

This is your right under the 1975 U.S. Supreme Court Weingarten Decision.

## ***DID YOU KNOW?***

All classified employees shall receive at least one formal written performance evaluation each year. Probationary classified employees shall receive at least two formal written performance evaluations during their probationary period, on or about the end of the third and fifth months of probationary period.

The performance evaluations shall be on District-approved forms.

Curious for more information? Check out the documents section at [www.cerritos.edu/CSEA](http://www.cerritos.edu/CSEA)

## ***UNION STEWARDS***

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## **96th Annual CSEA Conference**

Registration is open for CSEA's largest event of the year: our 96th Annual Conference.

The event, being held July 24-28 in Las Vegas, will mark the first time since 2019 that CSEA members from around the state will come together to celebrate our accomplishments over the last year and conduct our union's business for the year to come. It will also be CSEA's first ever hybrid event, with members joining us simultaneously in person and online. CSEA has well-planned COVID safety protocols, which include vaccination, testing and masking for all attendees.

Be a part of history and register today, and don't forget to spread the word among your fellow chapter members. For registration options and additional conference details, please go to [CSEA conference link](#).

## **CSEA Amusements and Attractions: Summer Fun!**

Planning on memorable times with the family this summer break?

Make sure to keep your member benefit discounts with CSEA in mind and save a little money while you're out there.

Our park partners are looking forward to seeing you!

[Summer fun link.](#)

## **Ice Cream Social**

Employees were treated to some delicious gourmet ice cream sandwich from Chunk N' Chip for a quick break on June 15. Served by the executive team Dr. Jose Fierro, Felipe Lopez, Dr. Rick Miranda, and Dr. Elizabeth Miller, campus members cooled down with ice cream and enjoyed each other's company.

