

The Classified Section

Issue 20: March 2024 | CSEA Chapter 408 Monthly Newsletter

WOMEN'S HISTORY MONTH

"The impact women have made in labor history is often missing from textbooks and the media despite the numerous roles they have played to organize, unionize, rally, document, and inspire workers to fight for justice. From championing better workplace conditions to cutting back the 12-hour day to demanding equal pay across racial lines, women have made enormous contributions to the labor movement."

Women like Marie Curie, Rosa Parks, Frida Kahlo, Sally Ride, and so many more have paved the way, broken barriers, sparked civil rights movements, in effort to reach equality. This month, we celebrate women everywhere for all their achievements and those to come!



UPCOMING EVENTS

March

- 6 - Emotional Intelligence Training
- 13 - CSEA Meeting
- 22 - DIY Series: Spring Door Signs
- 27 - Pay Day



April

- 3 - Computer Skills Series: Adobe
- 10 - CSEA Meeting
- 17 - Computer Skills Series: Teams
- 24 - De-Stress: Yoga
- 30 - Pay Day

UPCOMING EVENTS

IMPORTANT DATES


- **March 1** National Employee Appreciation Day
- **March 10** Ramadan Begins
- **March 13** CSEA Meeting
- **March 17** St. Patrick's Day
- **March 25-29** Spring Break
- **March 27** Pay Day
- **March 28-29** Offices Closed
- **March 31** Cesar Chavez Day
- **March 31** Easter Sunday

THE PACE NEWS LETTER IS NOW THE CLASSIFIED SECTION

After careful consideration, PACE has chosen to have CSEA directly manage the monthly newsletter. To commemorate this, the newsletter is undergoing a name change that harkens back to years ago when our CSEA chapter used to publish a 1-page newsletter for a short time. In homage to our members past, we are bringing back this name for our monthly publication. The general content and editors will remain the same, but the name change now allows our news letter to be considered for communications awards from CSEA. Thanks for continuing to read and stay up to date with COS 408!

HELLO *friends!*

Let's give a warm GIANT welcome to the amazing new staff who joined our family last month!



Adam Fimbres
he/him
IT Cyber Security
Administrator,
Technology Services



SPREAD THE LOVE



SHARE THE JOY



Have a coworker (or maybe a group of workers) that you would love to recognize? Do they go above and beyond for students? Are they an uplifting motivator to their peers? Know someone who is working hard to make improvements for our District? Let us give them a shout out and recognize that!

Email: katiec@cos.edu or luzd@cos.edu

PROFESSIONAL TIP

Building Relationships with Your Team

One important responsibility of entering the workforce is knowing your team. Strong relationship can help promote collaboration among team members and build off each other's strengths. To develop team-building, strive to have open professional communication with your team. Inquire about each other's work experience, career aspirations, and celebrate each other's achievements. Showing you value workplace connections may persuade colleagues to develop closer workplace relationships. The closer your team, the greater support you can extend to each other.

PERSONAL TIP

Reward Yourself

You don't need your parents to say, "Good Job!" or a friend who is going to pat you on the shoulder to reward yourself for an achievement. You have you, and you can give yourself all the love, care, and recognition you need.

Therefore, set goals, and remember to reward yourself with every milestone or achievement reached in getting closer to meeting that goal. This will give you motivation and desire to go on, achieve the goal, and a life you deserve!



GIANT STAFF MEMBER OF THE MONTH:

Leticia Siegel

Classification: Financial Aid Specialist

Office/Department: Financial Aid

Main Campus: Visalia

How long have you been at COS? 15 years

Have you held any other classifications at COS? No

Are you involved with any committees or clubs on campus? PACE

Are you also a faculty member? No

Would you describe yourself as an introvert or an extrovert? Extrovert

What's the best way to spend a free weekend? Getting out of town for the weekend, either the beach or the mountains.

What is your favorite holiday and why? Christmas. I love everything about it. The baking, the cooking, giving gifts, and spending time with family.

Who was your childhood celebrity crush? John Stamos

You have to sing karaoke. What's your song of choice? Bidi Bidi Bom Bom by Selena

What is your favorite hot beverage? Coffee

What is the best sandwich? Philly Cheesesteak

What would the title of your autobiography? "How Do You Like Me Now"

What is your favorite thing about working at COS? The diversity of staff and students

If you had a magic wand, what would you improve for classified staff at COS? A whole week off for Spring Break



MEET YOUR CSEA 408 EXECUTIVE BOARD

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MASTER AGREEMENT FEATURE

Article 7.5: Rest Periods

7.5.1 All bargaining unit members shall be granted rest period which, insofar as practicable, shall be in the middle of each work period as provided for in Section 7.5.2, as the rate of fifteen (15) minutes per four (4) hours worked or major fraction thereof.

7.5.2 Specified periods may be designated only when the operations of the operations of the the District require someone to be present at the bargaining unit member's work site at all times. Such times shall be mutually agreed upon between bargaining unit members and their Supervisors.

7.5.3 Rest periods are a part of the regular work day and shall be compensated at the regular rate of pay for the bargaining unit member.

So what does that mean?

In a standard 8-hour day, you are allowed a 15-minute break in the first half of your day and in the second half of your day, with the two halves being divided by your lunch. The breaks should occur at or near the middle of those work periods. These 15-minute breaks are considered your personal time during which you are not required to carry out work duties.

A break cannot be forcibly take away by your supervisor. You must explicitly agree to it. Additionally, your breaks are paid time as part of your regular work day.

KNOW YOUR RIGHTS!

Classified Employees are Entitled to Military Leave

Source: Uniformed Services Empl. & Reempl. Rights Act (USERRA) (38 USC §§ 4301-4335)

Source: Gov. Code 12945.2; Unemployment Insurance Code 3302.2

Source: Cal. Military & Veterans Code Sections 394.5-395.10

- Generally, classified employees who enter the active military of the U.S. or State of California during times of declared wars or national emergency or when U.S. armed forces are serving at the UN's request, are entitled to a leave of absence from their duties as a district employee.
- Within six months after being honorably discharged from active duty, the public employee shall have the right to the position they formerly held, provided the active military service does not extend beyond the national emergency. Their rate of pay upon reemployment shall be the current salary for that position.
- Any classified employee who is a member of the reserve corps of the armed forced or National Guard or Naval Militia shall be entitled to a temporary military leave of absence while engaged in military duty ordered for purposes of active military training, encampment, naval cruises, special exercise or like activity, provided the ordered duty does not exceed 180 calendar days.
- Public employees are entitled by Military & Veterans Code sections 395.01-.02 to be paid by their employer for the first 30 days of their military leave.
- Generally such classified employees shall have the right to be fully restored to their former positions upon the end of temporary military duty, including no loss of seniority they would have accrued if working for purposes of vacation, sick leave, promotion and layoff.
- Employees with more than 1250 hours of service are entitled under CFRA and FMLA to take up to 12 weeks unpaid leave to prepare for military duty of themselves, their spouses, or children, such as obtaining new childcare or providing childcare as an urgent basis.

BENEFITS FEATURE

\$5000 Accident Death and Dismemberment Coverage

CSEA members are automatically covered when they sign up for union membership with a \$5,000 Accidental Death & Dismemberment (AD&D) Insurance policy through CSEA's group plan with United Insurance Partners. Create an account on CSEA.com to download and print your certificate today and keep with your important documents.



EDITOR INFORMATION

The PACE Monthly Newsletter is published monthly through collaboration with CSEA and PACE members. All articles are written by the editors unless otherwise noted.

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MEET YOUR NEGOTIATIONS TEAM



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Katie Cain



Heather Z.



Janet L.



Jeremy M.



Regina T.



Katie C.

NEGOTIATIONS AND GRIEVANCES

Recently, your Chapter Leadership worked on your behalf to:

- Begin negotiating on the 2024-2027 Master Agreement
- Investigating District abuse of non-permanent employees
- Defending a member under a disciplinary investigation
- Assisting members with student-worker and inter-office relations
- Negotiate a job description for an IT Support Coordinator for Tulare & Hanford

MEET YOUR STEWARDS

These CSEA members have undergone specialized training and are ready to help you navigate issues.

Katie Cain

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Osiris Deleon

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If you are interested in becoming a Site Representative or Union Steward, please contact your Chapter President.