

PACE

PROFESSIONAL ASSOCIATION
OF CLASSIFIED EMPLOYEES
COLLEGE OF THE SEQUOIAS

MONTHLY NEWSLETTER
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ISSUE 10: MAY 2023



SUB-COMMITTEE OF
CSEA CHAPTER 408

WHAT IS THE NEW "PLATINUM RULE"?

While most know The Golden Rule, to "do unto others what you would want them to do unto you," many are unaware of the newly minted Platinum Rule, which recommends you "do unto others as they would want done to them." With the focus on equity becoming ever-stronger, the idea that what works for you should work for everyone else looks increasingly worse as an option. Today's workplace needs workers that are capable of effectively communicating their needs and collaborating with others to achieve a cohesive and inviting workspace. Empathy is also continually rising as a critical soft skill for all employees. Workers that can take the viewpoint of their peers and appreciate the unique challenges and influences that shape their tastes and beliefs contribute to work environments that are more respectful, less combative, and experience higher morale. Frequently asking questions of our coworkers to take a genuine interest in what makes them "tick", so to speak, keeps communication open and makes everyone feel seen and appreciated on the team.

COMINGEVENTSUPCOMINGEVENTSUPCOMINGEVENTS

May

- May 12: Year-End Staff Appreciation Lunch



June

- No events planned!

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IMPORTANT DATES

- **May 5** National Silence the Shame Day
- **May 7** National Barrier Awareness Day
- **May 10** World Facilities Management Day
- **May 10** CSEA Meeting
- **May 14** Mother's Day
- **May 17** National Employee Health and Fitness Day
- **May 17** International Day Against Homophobia, Transphobia, and Biphobia
- **May 19** National Bike to Work Day
- **May 25** Commencement
- **May 25** Geek Pride Day
- **May 29** Memorial Day - Offices Closed
- **May 31** Pay Day

CLASSIFIED SCHOOL EMPLOYEES WEEK IS MAY 21-27

Your Executive Board is excited to celebrate the hard work and dedication put forth by the classified staff every day here at College of the Sequoias. CSEA's theme for this year's Classified School Employees Week (CSEW) is "Indispensable, Inspiring & Invincible." To show our appreciation for all you do, Chapter 408 is holding its inaugural round of CSEW events this year. To kick it off, we will have a mobile rage room available for staff to dawn safety gear and take all of their frustrations out by smashing items to their heart's content. We will also have a certified massage therapist on campus for a day and staff will be able to reserve a complimentary 20-minute shoulder massage. Lastly, we will be closing out the week with a scavenger hunt with giveaways for savvy seekers every 30 minutes! We will also have themed spirit dress-up days all week. Hopefully, you are all as excited as we are to close out the school year with some fun stress-relieving activities with our wonderful classified staff members. Keep an eye on your email inbox for more details!

DINOSAURS WILL DOMINATE THE YEAR-END APPRECIATION LUNCH & GIANT AWARDS

Welcome to Sequoias Park! PACE and the President's Office are hosting the 2022-23 Year-End Appreciation Luncheon on Friday, May 12 at 11:30 am in the Visalia COS Quad. There will be dino-themed appetizers, a tyrannosaurus Taco Truck, sodas and waters, and dino-licious cupcakes from The Cupcake Route. If you need a vegetarian plate, please contact Shelli Giles as soon as possible. Employees can RSVP through the PR code below and can purchase guest tickets at the Cashier's Office. We look forward to seeing you all for great times together.



SPREAD THE LOVE OR SHARE THE JOY

Have a coworker (or maybe a group of coworkers) that you would love to recognize? Do they go above and beyond for students? Are they an uplifting motivator to their peers? Let us give them a shout out and recognize that!

Or maybe you have a recent achievement or milestone you'd like to share with our community of classified employees? New babies, degree completions, engagements, marriages, professional awards and recognitions - we want to share in your joy. Let us know!

PROFESSIONAL TIP

We've all heard the old adage "dress for the job you want, not the job you have", and there is considerable truth to that. Elevating your dress can help to give the subconscious impression of professionalism to others and can even help your chances of being considered for higher positions. Just be careful not to overdress. Some manager may see an employee that dresses more formally than themselves as a challenge to their authority.

PERSONAL TIP

Take time to educate yourself on different types of logical fallacies and how to avoid them. The more aware you are of these pitfalls in thinking, the better you can challenge and examine your own beliefs and values. As you learn, if you find yourself participating in a logical fallacy, that is a wonderful opportunity to make self-improvements to correct the disconnect. Changing our beliefs when confronted with new facts keeps the mind agile and healthy.

CONSTITUTIONAL AMENDMENT PASSED UNANIMOUSLY AT APRIL 12 MEETING

At the April 12 chapter meeting, all members present unanimously approved the proposed changes to Article VIII.11.a of our Chapter Constitution. The changes reduce the number of representatives from each representative area to two people and re-divides the areas into seven groups that better represent the many departments within our membership. The change has been forwarded to the Association for formal approval before being incorporated into the constitution document.

New language:

The Negotiating Committee shall consist of a chairperson as designated by the Chapter President, plus 1 representative from each of the major job groupings represented by this Chapter, as follows: Academic Supports; Maintenance & Operations; Administration and Fiscal Services; Technology & Communications; District Police; Student Support Programs; Matriculation, Counseling, & Outreach.

CONFERENCE DELEGATES ELECTED

At the April 12 chapter meeting, Chapter President Katie Cain and Chapter Secretary Osiris Deleon were elected to represent the chapter at the CSEA Annual Conference in July. At that time, no further volunteers came forward. Thankfully, several members responded to an additional call for delegates. After a chapter-wide vote, Chapter Vice President Carolyn Franco was elected to be the third delegate, with Jeremy Mallouf and Gisela Aguirre elected as alternate delegates. Alternates will be appointed to attend the conference in the event that one of the original elected delegates is unable to attend.

ASSOCIATION PRESIDENT HOLDS TOWN HALL MEETING IN BAKERSFIELD

Please join CSEA for a town hall meeting with Association President Adam Weinberger, Area D Director Helena Perkins, and Executive Director Keith Pace.

This is an opportunity to meet member leaders and hear about important issues facing the union and the role you play in its future. They look forward to seeing you and answering any questions you have.

DATE & TIME: May 15, 2023, 5 PM - 7 PM
LOCATION: Kern Agricultural Pavillion, 330 E. Belle Terrace, Bakersfield, CA 93307

Please RSVP to the Fresno Field Office via email at: frfoworkorders@csea.com by May 8, 2023, so they have an accurate count for seating and refreshments.

FIRST TRI-UNION GATHERING IS SUCCESS

The executive boards for CSEA, COSTA, and COSAFA worked together to put together a group outing for members of all three unions, which took place Sunday, April 16, 2023. The noon game had beautiful sunny weather and was the perfect setting for a laid-back afternoon with colleagues. Everyone broke out the sunglasses, sunscreen, and hats to ward off potential sunburn, but it was still a great time with shade and misters available in our area. A grand total of 72 COS employees and their guests were present, including 26 CSEA tickets.

By coincidence, the Visalia Rawhide were celebrating Tipper's birthday that same day, so all present got to watch the extra festivities involved for that. The group also had its own designated bar and server for the game, which the Rawhide won 7-5 over the Rancho Cucamonga Quakes.

CSEA, COSTA, and COSAFA executive boards have all received overwhelmingly positive feedback on the event and are planning to continue the tradition of bringing the three groups together each fall and spring. Adventure Park, McDermont Field House, and Rollertown have all been pitched as ideas. If you have a fun idea for how our members can get together in the Fall, please let any of our E-board members know.



Charles Slaght (COSAFA Secretary/Treasurer), Tracy Redden (COSTA President), Katie Cain (CSEA President)



COS employees and their guests enjoy The Saloon area grandstands designated for us.



COS employees and their guests enjoy The Saloon area bar designated for us.



Jennifer Barycki, Ashley Fisher, and faculty socializing.

GIANT STAFF MEMBER OF THE MONTH:

Jim Anderson



- **Classification:** Warehouse Worker
- **Office/Department:** Facilities
- **Main Campus:** Visalia
- **How long have you been at COS?** 30 years
- **Have you held any other classifications at COS?** I've worked in the Bookstore and in Shipping and Receiving
- **Are you involved with any committees or clubs on campus?** No
- **Would you describe yourself as an introvert or an extrovert?** Introvert with a few extrovert activities.
- **What's the best way to spend a free weekend?** Relaxing and/or working around the house.
- **What is your favorite holiday and why?** Christmas, it's when I have the most free time.
- **Who was your childhood celebrity crush?** Ginger from Gilligan's Island.
- **You have to sing karaoke. What's your song of choice?** (No response)
- **What is your favorite hot beverage?** Coffee
- **What is the best sandwich?** Philly Cheesesteak
- **What would the title of your autobiography be?** The best is yet to come.
- **What is your favorite thing about working at COS?** Great people to work with.
- **If you had a magic wand, what would you improve for classified staff at COS?** Everyone would be as happy as I am to be working at COS.



MEET YOUR CSEA 408 EXECUTIVE BOARD

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MASTER AGREEMENT FEATURE

Article 7.7: Overtime

Except as otherwise provided herein, all overtime hours as defined in this Section shall be compensated at a rate of pay equal to time and one-half the regular rate of pay of the bargaining unit member for all work suffered or permitted. Overtime is defined to include any time worked in excess of eight (8) hours in any one day or any shift or in excess of forty (40) hours in any calendar week, whether such hours are worked prior to the commencement of regularly assigned starting time or subsequent to the assigned quitting time.

- 7.7.1 All hours worked beyond the work week of five (5) consecutive days shall be compensated at the overtime rate commencing on the sixth and seventh consecutive day of work.
- 7.7.2 All hours worked in excess of (8) hours on the sixth and seventh consecutive day shall be compensated at one-and-one-half (12) times the regular rate of pay.
- 7.7.3 All hours worked on holidays designated by this Agreement shall be compensated at one-and-one-half (12) times the regular rate of pay.
- 7.7.4 Bargaining unit members shall not work overtime, nor shall compensation or compensatory time off be granted, unless authorized and approved by the appropriate supervisor or administrator.

So what does that mean?

Textif you work on more than 5 calendar days in a given week, the excess is paid at 1.5 times your normal rate of pay. If you work more than 8 hours in a given day, the excess is paid at 1.5 times your normal rate of pay. If you are required to come in to work on a District holiday, that time is paid at 1.5 times your normal rate of pay. No classified member is allowed to work overtime unless explicitly given permission by their supervisor.

KNOW YOUR RIGHTS!

Classified employees are entitled to leave of absence for industrial accidents and illness.

Source: California Education Code 88192, 88196 (Community College Districts)

- When an employee has suffered an industrial accident or illness, such employee shall be entitled to a paid leave of absence for up to sixty working days in any one fiscal year for the same accident or illness.
- Industrial Accident and Illness leave will commence on the first day of absence.
- Allowable leave does not accumulate from year to year. However, if the accident or illness occurs at a time when the full 60 days will
- overlap into the next fiscal year, the employee is entitled to only that amount remaining at the end of the fiscal year.
- This leave will be reduced by one day for each day of the authorized absence regardless of the workers' compensation award made under workers compensation, if any.
- If an employee exhausts all available leaves of absence, paid or unpaid, and is not medically able to return to work and if they are not placed in a different position, they shall be placed on a reemployment list for a period of 39 months. Once the employee is able to return to work, they shall be employed in the next vacant position in the class of the person's previous assignment over all other available candidates, except for a re-employment list established for layoff due to lack of work or funds.
- When an employee is injured on the job, prompt notice usually within 24 hours, must be reported to the immediate supervisor at the first opportunity. A claim form (DWC-1) must be filed within one year from the date of injury.
- Every employee should pre-designate his/her physician prior to any accident or illness. This physician then becomes the "treating physician" for the purpose of the claim. Most decisions relative to the claim are made by that physician.
- Once an employee has utilized their 60 days of industrial accident or illness leave, they are then entitled to use extended sick leave (or differential), vacation, and compensatory time off.
- Once a claim has been approved, the employee will receive temporary disability payments. Payments will then be coordinated with the sick and vacation leaves.
- It is highly recommended the employee contact the chapter representative and/or Labor Relations Representative to ensure that your rights to an industrial accident or illness leaves are protected.

BENEFITS FEATURE

Did you know that CSEA provides access to free on-demand training videos on their website? Topics include communications, cyber security, benefits review, parliamentary principles, CalPERS, respect in the workplace, stress management, suicide awareness, school budgets, and understanding Medicare, among others. All you have to do to access these resources is log into your CSEA.com account and select "Events & Training" and then "On-Demand Training".

EDITOR INFORMATION

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

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NEGOTIATIONS AND GRIEVANCES

Recently, your Chapter Leadership fought on your behalf to accomplish:

- ...keeping summer hours. Because of the swift response of members to the call to action regarding management wanting to discontinue summer hours, the District is continuing negotiations on the topic and is open to conversation. Great work!
- ...protecting member jobs while they continue to study and work to meet continuing education and licensing requirements.
- ...potential department re-structuring that would allow greater upward mobility for members and improve services provided to satellite campuses.

As a reminder, the Collective Bargaining Agreement is closed to open negotiations until Summer 2024.

MEET YOUR STEWARDS

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

Katie Cain

Union Steward

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