

CDMA President's Message

Greetings CDMA Members!

There has been a tremendous amount of good news within the District since the start of fiscal year 2006-07. Management received a 6% COLA, the overall financial picture looks brighter, facility improvements from Measure C funds are visible everywhere, Banner implementation is moving at a rapid pace, accreditation self-studies have been completed and presented to the Board of Trustees, and another successful fall term is being enjoyed by tens of thousands of students. The actual accreditation visits are just around the corner, and time is truly flying!



2006-07 Meet & Confer Committee



I know that my time as your CDMA Vice President passed quicker than I ever imagined. For those of you who don't know, Jorge Sanchez started the year as CDMA President but resigned in early August; therefore, I automatically moved from being the very newly-elected Vice President to President. Now it's my pleasure to congratulate and welcome Mike Duffy, GWC, as our newest CDMA Vice President and Chair of Meet & Confer. Mike is new to the Board, but he has hit the ground running with a very active and dedicated committee. Melinda Nish, CDMA Past President, will serve as Mike's mentor as he leads the meet and confer process.

Committee Members:

Mike Duffy, GWC, Chair
Ardith Richey, District
Christine Nguyen, CCC
David Hudson, GWC
Jennifer McDonald, CCC

Kim Allen, District
Kristin Clark, OCC
Margie Bunten, GWC
Michael Mandelkern, OCC
Melinda Nish, OCC, CDMA Past
President

Meet & Confer Committee Members spend countless hours working to represent each of us, and their efforts should be continually praised. This group holds zero negotiating powers, yet they continually strive to represent the concerns and needs of all managers. In order to effectively represent you, it is imperative that you communicate with your representatives. Is there something that you would like Meet & Confer to review and discuss? Are you interested in attending a committee meeting so you can express a concern or share an idea? Remember, these individuals represent you, and their meetings are open to the membership.

Management Workshops

I hope that all of you benefited from the workshops held in September. The mandatory trainings were well received, and I think the presenter did an outstanding job of keeping the workshops lively and enjoyable. I'd like to acknowledge and thank Donna Waldfogel, Jerry Ruddman, Ted Boehler,

Shannon Christianson, Dwayne Thompson, Sherri Sterner for the tremendous amount of time and energy they spent as a committee reviewing and making recommended changes to the management evaluation tools. This team will continue to meet and review the survey, timelines, and other elements and make additional recommendations throughout the next year or so.

Join us for some fun!

If you are a new manager, please consider joining a committee. We are always looking for volunteers to help us organize the fall and spring socials, workshops, and Manager of the Year awards. These events are a great way to get involved and network with your colleagues throughout the district. To get involved just contact your campus representative or attend a CDMA board meeting. The CDMA board meets the second Tuesday of each month at 7:30 am in the District HR Conference Room.

Plans are currently being finalized for the fall social, and there is still a need for additional volunteers. The breakfast will be held on **Friday, December 8th**, in the Rose Center next door to Coastline's new facility in Westminster (Westminster & Beach Boulevard/Westminster Civic Center area). If you are interested in volunteering, please contact Joycelyn Groot (jgroot@coastline.edu), Christine Nguyen (cnguyen@coastline.edu), or Margie Bunten (mbunten@gwc.cccd.edu).



You may have noticed that we are using a new RSVP system for this year's social – Evite. Evite is a free online invitation service that we will use for workshops and socials. Using Evite will eliminate the need to have campus representatives track down RSVPs. Evite allows you to create an invitation and track all responses. The program also allows you to ask questions and track feedback.

Approximately one-third of our membership opened the Evite for the Fall Breakfast Social and responded. Another third of our membership simply hit "reply" and emailed their RSVP. We'll give everyone another opportunity to see the great Evite features the next time around. This simple and free program really has some terrific features. Based on the responses we received, it appears that most managers would prefer a holiday luncheon instead of a breakfast! Evite made the polling quick and easy. Check out Evite.com for your own use!

Election Day Results

CDMA would like to thank trustee George Brown for his years of service to the Coast Community College District Board of Trustees. George has served on the Board for 8 years and did not run for re-election. George and his wife, Helen, have attended many events over the years, and they have always been gracious, loyal, and proud ambassadors of the CCCD. George will be missed by all—faculty, administrators, support staff, and students! Best wishes, George!

Jim Moreno will replace George Brown and will be sworn in at the December meeting. Walt Howald was up for re-election, but he did not need to run a campaign as he ran unopposed in his trustee area. Mary Hornbuckle, who was appointed to the Board following the death of Paul Berger, was reelected to the Board. Congratulations to all of our CCCD trustees!



New e-Newsletter Format



For the last several years David Hudson, GWC, did an outstanding job of writing articles, reminding others of deadlines, and taking full responsibility for the production and distribution of our newsletter. Dave, we thank you for your dedication and outstanding commitment to our organization!

On behalf CDMA I'd like to thank Martha Parham, District Director of Marketing & Public Relations, for volunteering to serve as our newsletter editor. The newsletter will be distributed three to four times a year as an electronic publication. If you have an idea for a story, please let Martha know by emailing mparham@cccd.edu or calling x84605.

Survey Coming!

Before the holiday break you will be receiving a brief survey from CDMA, and I hope you will take the time to respond. Your input will assist us in planning future events and workshops that meet your needs. The survey will also gather input for the meet and confer process. Keep an eye out for the bright yellow survey!

Vacation Balance Carry-Over

Many managers still have several questions regarding the new policy on vacation balance carry-over. It's really a matter of mitigating liability for the District. In a conversation with Vice Chancellor of Human Resources Joe Quarles, he explains the reasons for the policy change.

CDMA: Why the change in policy?

Dr. Quarles: Vacation days are an unfunded liability. At any given time, the District needs to show that it could pay out the liability. Prior to this year's agreement, managers could have a balance of 33 days which they could carry-over. July 1st, a new 22 days becomes available; providing access to 55 days maximum.

The average rate of pay for our managers is \$98,392 annually or approximately \$440/day. If one of these managers left the district for a promotional opportunity with a balance of 33 days, the District would have to pay out \$14,619. If five left for promotion, retirement or for other reasons, the dollar amount would be \$73,095. In a typical year, we fill about ten management positions, which means that if ten managers left the district, most with a maximum balance of vacation (approximately \$150,000 based on the average).

It is important to reduce our liability, but it is also important for managers to take time off. For that reason, effective July 1, 2008, the maximum allowable carryover balance will be 22 days, which will provide access to 44 days effective July 1st in a given year.

CDMA: Would you please explain the vacation calendar requirement?

Dr. Quarles: The requirement is that all managers submit a tentative plan to their immediate supervisor, on a district provided form, by August 31st of each year. The Management Work Schedule form will indicate when the manager is on duty, off duty for holiday, or off duty for vacation. When changes occur, the manager simply submits an updated form to his/her supervisor. There is no stated limit to the number of times the manager may make changes.



CDMA: Do you have any tips for managers that are trying to plan their vacation time?

Dr. Quarles: My advice is to plan well for the current and coming year. Remember, you need to be sure to take enough vacation this year so that you are not in the same situation next year. Because of the manner in which we accrue vacation (as a lump sum balance at the end of the fiscal year), managers are sometimes not aware of how much vacation they truly have. Plan for two years out and know that you can make changes any time.

If you still have questions or need a vacation planning form, see your supervisor. Bon Voyage!

Welcome New Managers!

CDMA would like to roll out the red carpet and welcome our newest managers!

OCC	Roger Abernathy	Dean
OCC	Eric Conover	Supervisor, Maintenance & Operations
GWC	Jeffrey Courchaine	Dean
GWC	Crystal Crane	Director, Personnel Services
CCC	Patty Dessero	Manager, Military Programs
CCC	Betty Disney	Dean
CCC	Shawn Mann	Manager, Military Program Outreach
GWC	Carmen Sandoval	Supervisor, Student Assessment
OCC	Stephen Tamanaha	Director



Member Profile – Mike Duffy

Mike Duffy is the Director of Public Safety at Golden West and is the new Vice President of CDMA.



Mike was born in Louisiana, but grew up all over the world as a self-proclaimed “military brat.” Mike is a product of Riverside Community College where he attended the police academy. Mike has served as a law enforcement officer in the Riverside Sherriff’s Department and the Los Angeles Police Department. Post September 11, 1999, Mike served as a federal air marshal for the Department of Homeland Security.

Mike was looking for a new challenge (and a more consistent schedule), when he came to Golden West College in 2005. “I had not been home for any holiday in years,” Mike stated. “As my children got older, being home became more of a priority.”

As the chair of CDMA’s Meet & Confer committee, Mike is looking forward to contributing a new perspective to the CDMA board. “I have been in public service my entire life and I hope my knowledge of other public agencies will help the Meet & Confer Committee as they establish goals for the year.”

Interested in joining Meet & Confer? Contact Mike at x58183 or MDuffy@gwc.cccd.edu.