

Around the District

San Mateo County CCD

February 2016

Volume 1, Issue 1

Message from Human Resources

Our First Newsletter

Thank you for taking the time to read the first newsletter from Human Resources. The purpose of this newsletter is to provide all employees with information about things that are happening around the District, from welcoming new hires and saying farewell to retirees to keeping you informed about professional development opportunities. Our hope is that this

newsletter becomes a good source of information to keep you better connected to the District. This newsletter is a new endeavor so please feel free to share your suggestions with us at any time. We want this newsletter to be useful for everyone who reads it and we can only accomplish that with your help.

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Minimum Wage Increase

Effective January 1, 2016, the minimum wage in California increased to \$10 per hour. Accordingly, the starting hourly wages for student employees will be as follows:

Category	Hourly Rate	
Level A (Entry level)	\$10.00	\$11.00
Level B (Intermediate level)	\$11.50	\$12.50
Level C (Specialist level)	\$13.50	\$14.50
Level D (Technical level)	\$14.75	\$15.75

New Hire Orientations

The District Welcomes New Employees

In 2016 we will host several New Hire Orientations to welcome new employees to SMCCCD. It is our goal to make sure our new employees feel welcome, have an understanding of the district, and learn about the different departments and services available to them.

Visit our New Hire Orientation Website

<http://smccd.edu/orientation/>

Our first two orientations took place in February and we had over 40 employees attend- it was a success! During the new hire orientations, Chancellor Ron Galatolo among other district Vice-Chancellors and bargaining unit representatives welcomed our new employees. Human Resources reviewed information about Compensation, Benefits, Performance Evaluations, Employee Wellness, District Programs among other topics.

We will be hosting more new hire orientations throughout the year. The schedule will be posted in the upcoming issues.

Welcome to New Employees

New Hires since September 1, 2015

Name	Start Day	Position	Location
Gabriel Collins	9/2/2015	Cosmetology Aide 48%	College of San Mateo
Jessica Belluomini	9/14/2015	Instructional Aide II (BSI)	Skyline College
Ryan Samn	9/14/2015	Instructional Aide II (BSI)	Skyline College
Gonzalo Arrizon	9/18/2015	Retention Specialist (HSI-STEM Grant)	Canada College
Pearl Ly	9/21/2015	Director of Learning Commons	Skyline College
Kristen Lee	9/23/2015	Library Support Specialist (80%)	Skyline College
Jacky Ip	9/25/2015	Office Assistant II	Skyline College
Krista Allen	9/28/2015	Automotive Technician	Skyline College
Kathryn Bliss	9/28/2015	Program Service Coordinator	College of San Mateo
Heather Thornton	10/1/2015	Admissions & Records Assist III	Skyline College
Deepthi Yellamraju	10/1/2015	Office Assistant II	College of San Mateo
Hilary Ego	10/5/2015	Utility & Sustainability Specialist	District Office
Zahra Mojtahedi	10/6/2015	Planning & Research Analyst	Skyline College
Martin Marquez Jr	10/12/2015	Office Assistant II	Skyline College
Justine Evirs	10/6/2015	Program Services Coordinator (VROC)	College of San Mateo
Anh Khoa Nguyen	10/15/2015	Program Services Coordinator (A2B)	Canada College
Milena Angelova	10/19/2015	Planning & Research Analyst	Canada College
Chantel Sosa	10/21/2015	Admissions & Records Assist III	Canada College
Mary Vogt	10/26/2015	Administrative Assistant	College of San Mateo

Christopher Hartman	11/1/2015	Director, DSPS	Canada College
Joey Aldeguer	11/2/2015	Public Safety Officer	District Office
Lauren Ford	11/2/2015	Program Services Coordinator (Outreach)	Skyline College
Erin Moore	11/4/2015	Director, Prof. Dev. & Innovation	Canada College
Christine Su	11/10/2015	Retention Specialist	College of San Mateo
Mayra Arellano	11/16/2015	College Recruiter	Canada College
Jim Vlahos	11/24/2015	Human Resources Representative	District Office
Derrick Banks	11/30/2015	Project Director-Intensive English Program	District Office
Tia Holiday	11/30/2015	Retention Specialist (Student Equity)	Skyline College
Robert Murphy	11/30/2015	Lead Groundskeeper	District Office
Justin Merritt	12/1/2015	Promotions & Web Content Coordinator	College of San Mateo
James Vangele	12/1/2015	Chief of Public Safety	District Office
Eilene Williams	12/1/2015	Program Services Coordinator	Skyline College
Eric Imahara	12/2/2015	Staff Assistant	Skyline College
Heidi Diamond	1/4/2016	Dean, Bus, Design and Workforce Dev	Canada College
Jeremy Evangelista	1/4/2016	Program Services Coordinator	Skyline College
Margaret McGugan	1/11/2016	Instructional Aide II	College of San Mateo
Oksana Brinson	1/13/2016	Storekeeper	College of San Mateo
Leann Kennedy	1/19/2016	Associate Professor	College of San Mateo
Nicholas Langhoff	1/19/2016	Assistant Professor	Skyline College
Cheri Markt	1/19/2016	Assistant Professor	Canada College
David Monarres	1/19/2016	Assistant Professor	Canada College
Kristen Parks	1/19/2016	Assistant Professor	Canada College
Jackeline Santizo	1/20/2016	Program Services Coordinator	College San Mateo
Douglas Pickel	1/25/2016	Public Safety	District Office
Silvana Grima	1/28/2016	Office Assistant II	College of San Mateo
Kelsey Harrison	2/5/2016	Program Services Coordinator (KASP)	District Office
Karen Arnold	2/8/2016	Instructional Aide II (STEM)	Canada College
Erica Griego	2/10/2016	Admissions & Records Assist III	College of San Mateo
Christine Kincer	2/16/2016	Division Assistant	Canada College
Omar Jahangeer	2/16/2016	Instructional Aide II - 48%	Canada College

Changes/Promotions in the District

Changes since September 1, 2015

Name	Start Day	Position	Location
Michel Manneh	9/9/2015	IT Support Technician II	District Office
Robert Spacher	9/10/2015	Maintenance Engineer	District Office
Finausina Tovo	9/21/2015	Program Services Coordinator	College of San Mateo
Adriana Johnston	10/1/2015	Program Services Coordinator (Degree Audit)	Skyline College
Claudia Acevedo	10/6/2015	Financial Aid Technician	Skyline College
Nicole Wang	10/19/2015	Controller	District Office

Roxanne Brewer	11/1/2015	Exec. Asst. to the Exec. Vice Chancellor	District Office
Alma Gomez	11/16/2015	Instructional Support Assistant	College of San Mateo
Laura Demsetz	11/19/2015	Dean, Creative Arts & Social Sciences	College of San Mateo
Vincent Lorenzo	12/1/2015	Financial Aid Assistant	Skyline College
David Feune	12/10/2015	Director, Human Resources	District Office
Larisa Howes	12/18/2015	Accountant	District Office
Gordon Tong	12/18/2015	Chief Engineer	District Office
Herlene Beltran	1/4/2016	Program Services Coordinator	Skyline College
Autumn Newman	1/19/2016	Program Services Coordinator (SSSP)	College of San Mateo

Farewell to Employees

Departures since September 1, 2015

Name	Last Day (Service Years)	Position	Location
John Hall	9/11/2015 – 20 years	Broadcast Engineer II	College of San Mateo
Valerie Anderson	9/30/2015 – 35 years	President's Office Coordinator	College of San Mateo
Anita Leong	9/30/2015 – 23.5 years	Controller	District Office
Dorothy Shiloh	10/2/2015 – 27 years	Admissions & Records Assist. III	Canada College
Anne Palu	11/30/2015 – 1.5 years	Human Resources Representative	District Office
Gary Hoss	10/31/2015 – 15 years	Chief Public Safety Officer	District Office
Jozsef Veres	11/30/2015 – 32 years	Chief Engineer	District Office
Jeffrey Acidera	12/18/2015 – 20 years	Professor	Skyline College
Frank Austin	12/23/2015 – 7.5 years	Instructional Aide II	Canada College
Michael Moynihan	12/27/2015 – 10 years	Professor	Skyline College
Renee Cowing	12/30/2015 – 17 years	Senior Programmer I	District Office
Michael Sinkewitsch	12/30/2015 – 30 years	IT Support Technician III	District Office
David Hamilton	12/31/2015 – 1 year	Interim Dean, Bus. & Wkfrc. Dev.	Canada College
Kathy Patterson-Smith	12/31/2015 – 15 years	Project Director	Canada College
Karen Olesen	1/31/2016 – 28 years	Professor	Canada College

Upcoming Professional Development Opportunities

Professional Development Academy

More on campus classes are being offered as part of the Districtwide effort to offer more opportunities for employees, especially our classified staff, to participate in professional development at the District. These classes in Intermediate/Advanced Microsoft Excel, Word and Powerpoint, as well as, Time Management, Team Building and Leadership Development. Because these classes are offered during the regular work day and employees will be granted release time to participate. Sign up for the classes using this link:

<https://surveys.smccd.edu/n/ProfessionalDevelopmentAcademySp16.aspx>.

Negotiations Update

Increases in the Medical Cap

The District has entered into agreements with AFSCME, CSEA and AFT on increases in the medical cap for the 2016 calendar year. These agreements submitted and approved by the Board at the February 17, 2016 Regular Meeting. All employees in these bargaining units are receiving increases as set forth below.



Medical Cap Increases:

One Party - \$35 Two Party -- \$110 Family -- \$135

All employees in the non-represented group (e.g. Classified Supervisory, Administrators and Confidential employees) have received the same increases.

This Spring, the District and all three bargaining units will be entering into negotiations for new contracts. The goal is to have negotiations for new three year contracts completed by June 30, 2016.

Employee ID Update

New IDs, with employee discounts, to be issued this Spring.

The new employee ID program is on schedule to begin issuing new ID cards in March 2016. As of January, more than half of all employees have had their pictures taken. For those of you who have not had your pictures taken, you can still take them at the Public Safety Offices or in the District Office from 9:00a.m. – 10:10a.m and 1:00p.m. – 2:00p.m. Monday through Friday. Please contact Robert Gutierrez (gutierrezr@smccd.edu or x6811) if you need to make special arrangements to have your photo taken. Remember, all current FOBs will be deactivated at the end of the Spring 2016 semester. You will need to have your picture taken in order to receive a new ID.

The District has also been working with local businesses to provide discounts to District



Front



Back

employees who present their ID. We will provide a list of businesses later in the Spring, but we expect it to include restaurants, retail stores, and movie theaters.

Tips from Claremont EAP

www.claremonteap.com – 800-343-3773

You know it's important to stay active but still find yourself falling back on old habits. What can you do? Planning for exercise isn't hard if you make it a priority. To do that, you need to develop goals and an exercise plan that matches your needs and interests. Knowing that you should exercise 30

list of what you hope to get from exercising. You may be unhappy that your clothes fit tighter than last fall. You may want to reduce your risk of heart disease. You might hope to play with your kids without getting winded. Or, you may want to work out your stress, feel more relaxed and sleep better.

at a local gym. The ideal is an exercise program that incorporates aerobic exercise on some days, exercises to improve strength on other days, and balance and flexibility exercises on most days. The key is to find an exercise routine that you enjoy, then commit to doing it.

You know it's important to stay active but still find yourself falling back on old habits. What can you do?

minutes three to four times a week is not enough; you actually have to DO the exercise. Learn to keep up your motivation by setting exercise goals that fit your lifestyle.

These steps can help you define your personal goals and put them into action. Figure out why you want to exercise. It sounds basic, but not all of us exercise for the same reasons. Knowing what motivates you can help you stay focused. Write down a

Design an exercise program that will meet your goals. If your goal is endurance, gradually build up the amount of time you work out. If you want to lose weight, you need to do an aerobic exercise, such as walking or running, for at least 45 minutes at a time. If you are concerned about osteoporosis, weight-bearing exercise, such as walking, will help build strong bones. If you're not sure what exercise is best for your needs, talk with a trainer

Choose your workout time wisely. One key to success is what time of day you plan to exercise. If you schedule your workout for the morning, but you are not a morning person, you may be setting yourself up for failure. Pick the time of day when you have the most energy and enthusiasm. Do you enjoy getting up early and starting the day off with a brisk walk? Or do you prefer working out your stress at the end of the day? Whatever your answer, that's when you should schedule most of your exercise.

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