

CSUEU Board Agenda Item



Board Agenda Item: 2/3/09 (PF)
Action Item: November 13, 2009
Subject: DIVISION 3: CSUEU PURPOSE AND STRUCTURE
Source and/or Proponent: CSUEU Policy File Committee
Presentation By: Christine Thomas, CSUEU Policy File Chair
Assigned To: Nancy Yamada, CSUEU Staff

Recommended Action:

That the CSUEU Board of Directors adopt the attached amendments to DIVISION 3: CSUEU PURPOSE AND STRUCTURE of the CSUEU Policy File.

Background:

1. The change in section 303.02 is necessary to reflect the addition of Unit 12 to CSUEU.
2. There has been a long-standing interest in creating a President's Caucus that would allow the chapter presidents to exchange ideas and informally discuss things that have been happening on the campus. The Caucus would present an opportunity to discover trends that could be brought forward to the Board.
3. 306.05: Add Vice President for Organizing; 306.06: This change was necessary to ensure that a chapter does not have a gap in procedure while amending its bylaws.

Estimated Cost/Savings:

1. Unknown
2. Nominal, if any
3. None

Funding Source:

1. Unit 12 dues and fees; unknown if additional funding will be necessary.
2. N/A
3. N/A

Board Action:

Adopt Reject Refer

DIVISION 3: CSUEU PURPOSE AND STRUCTURE

301.00 PURPOSE

301.01 CSUEU Members

The purpose of the CSUEU is to represent and further the interest of those employees eligible for membership.

301.02 CSUEU

The CSUEU Board of Directors shall consist of the President; the Vice President for Organizing; the Vice President for Finance; the Vice President for Representation; the Chair and Vice-chair of the Bargaining Unit Councils, or their alternate; and the Chapter Presidents, or their alternate. (CSUDC 5/01/1) (BD 3/08/03)

301.03 Duties of the CSUEU Board of Directors

The CSUEU Board of Directors is the highest policy-making body of the Corporation. (BD 3/08/03)

301.04 Non-CSU Employee Members (BD 3/08/03)

- (a) CSUEU members in the University of California shall elect one member as a liaison to the CSUEU Board of Directors. The UC member shall have a vote on all matters affecting the membership status of UC members. The UC member shall be without a vote on any other matter. (BD 3/08/03)
- (b) CSUEU Auxiliaries Employees may have one representative as a liaison to the CSUEU Board of Directors. The CSUEU Auxiliaries representative member shall have a vote on all matters affecting the membership status of CSUEU Auxiliaries Employees members. The CSUEU Auxiliaries Employees representative member shall be without a vote on any other matter. (BD 3/08/03)

302.00 DUTIES OF CSUEU BOARD OF DIRECTORS OFFICERS

The executive officers of the CSUEU and the Board of Directors are the President, Vice President for Organizing, Vice President for Finance and Vice President for Representation. The Executive Officers' duties are enumerated in the CSUEU's Bylaws. (BD 32/02/09)

303.00 BARGAINING UNIT COUNCILS

303.01 Bargaining Unit Council Representation

- (a) Health Care Support Bargaining Unit Council (BUC) 2 Members
Employees in the PERB-recognized Health Care Support Bargaining Unit 2, and not designated as supervisory, management or confidential shall be represented by this council.
- (b) Operations Support Bargaining Unit Council (BUC) 5 Members
Employees in the PERB-recognized Operations Support Bargaining Unit 5 and not designated as supervisory, management or confidential shall be represented by this council.
- (c) Clerical and Administrative Support Services Bargaining Unit Council (BUC) 7 Members
Employees in the PERB-recognized Clerical and Administrative Support Services Bargaining Unit 7, and not designated as supervisory, management or confidential shall be represented by this council.
- (d) Technical Support Bargaining Unit Council (BUC) 9 Members
Employees in the PERB-recognized Technical Support Bargaining Unit 9 and not designated as supervisory, management or confidential shall be represented by this council.

303.02 Associated Bargaining Units (BD 3/08/03)

- (a) Head Start Program Bargaining Unit Council (BUC) 12 Members
Employees in the PERB-recognized Head Start Program at San Francisco State University Unit 12 and not designated as supervisory, management, or confidential shall be represented by this council.
- (b) English Language Program, Bargaining Unit Council (BUC) 13 Members
Employees in the PERB-recognized English Language Program Instructors at Cal State Los Angeles Unit 13 and not designated as supervisory, management, or confidential shall be represented by this council. (BD 3/08/03)

303.03 Bargaining Unit Council Structure (BD 3/08/03)

Each council shall consist of eight seats, elected at-large by the elected Chapter Campus Bargaining Unit Representatives of their respective bargaining units. Two seats shall be designated for election of the Chair and the Vice-Chair of the Bargaining Unit Council.

303.04 Responsibilities of the Bargaining Unit Councils (BD 3/08/03)

- (a) The Bargaining Unit Councils are solely responsible for the formulation of initial Bargaining proposals and the selection of the bargaining committee for full contract negotiations and scheduled re-openers of the contract.
- (b) Between negotiations, the council shall advise and work with the chair in the performance of his/her duties.

303.05 Bargaining Committee and Meet and Confer Committee (BD 3/08/03)

Bargaining Committees and Meet and Confer Committees shall be chaired by the Vice President for Representation or his/her designee. A Bargaining Committee shall be composed of eight members selected by the Bargaining Unit Council, or collectively Councils that are to be involved in the bargaining.

- (a) Statewide meet and confers shall have a committee of a similar composition as a Bargaining Committee.
- (b) Campus meet and confers shall allow for the chapter president and chief steward or their designee to be on the committee with a corresponding reduction of bargaining unit representatives.

304.00 DUTIES OF BARGAINING UNIT COUNCIL CHAIRS AND VICE-CHAIRS

304.01 Bargaining Unit Chair

The Bargaining Unit Chair shall be responsible for all matters affecting his/her membership concerning wages, hours and working conditions, and shall consult with the Bargaining Unit Council. The duties of the Chair shall include:

- (a) Chairing all meeting of the Bargaining Unit Council;
- (b) Appointing and heading bargaining committee between full contract negotiations and re-openers, when meet and confers are called for;
- (c) Supervising the training of Bargaining committees;

- (d) Development of policies and procedures in matters concerning wages, hours and working conditions, including discussions with the employer on such subjects, including the review of classifications; and
- (e) Serving on the Board of Directors.

304.02 Bargaining Unit Vice-Chair

The duties of the Bargaining Unit Vice-Chair shall include:

- (a) Assisting the Chair in the performance of his/her duties;
- (b) Replacing the Chair in the event of a temporary or permanent vacancy; and

305.00 PRESIDENTS' CAUCUS

305.01 Purpose and Goal

The purpose of the Caucus is to enable Chapter Presidents to network with each other on issues at the Chapter level; e.g., ideas or programs that have been successful and/or those that have not. The primary goal of the Caucus is to encourage internal organizational communication among Chapters.

305.02 Structure

The Presidents' Caucus shall be comprised of all elected campus Chapter Presidents. In their absence, the Chapter Vice-President or designee may attend.

The CSUEU President shall serve as the Presidents' Caucus Chair and will present a report to the Board.

305.03 Meetings

The Presidents' Caucus shall meet as part of every regularly scheduled Board of Directors meeting. Meetings will be open and informal.

306.00 CHAPTERS

306.01 Description

The basic membership group of the CSUEU is the chapter.

306.02 Definition of Chapter

- (a) A chapter is an autonomous organization of members with a community of interest, which holds an un-revoked charter signed by the President and the Vice President for Finance, issued by authority of the Board of Directors.

- (b) All chapter actions and policies in conflict with CSUEU or Association Bylaws or Policy Files shall be void.

306.03 Charter

A charter is an instrument issued at the discretion of the Board of Directors officially establishing a Chapter, establishing parameters of membership by community of interests to be served, designating its location and authorizing it to operate as a lawful agent of the CSUEU.

306.04 Petition for Charter

Persons who are eligible to or hold active membership in the CSUEU may petition the Board of Directors for the issuance of a charter declaring in their petition the community of interests to be served, their acceptance of the CSUEU Bylaws and Policy File, and their desire to function as a lawful agent of the Association.

306.05 Filing of Bylaws

A chapter shall file with the Vice President for Organizing and the Chair of the Policy File Committee a duly authenticated copy of their Bylaws, and each amendment when adopted.

306.06 Conflict with CSUEU Policy File

A chapter's Bylaws may not conflict with Association or CSUEU Policy or Bylaws. To the extent that any such provision is in conflict, the Policy File Committee shall propose the necessary amendments to bring them into conformance, and shall file them with the President, and the Chapter President for action. In the interim, the appropriate section(s) of the Chapter Bylaws template in Appendix B shall supercede the conflicting chapter bylaws provisions.

306.07 Revocation of Charter

The charter of any chapter may for good cause, after notice and with the opportunity to be heard, be revoked by the Board of Directors. Revocation is appealable to the CSUEU President.

306.08 Discipline of Elected Chapter Officers and Representatives

Each chapter is required to have a procedure for the discipline and/or removal of their elected officers and representatives, subject to appeal to the Board of Directors.

306.09 Chapter Duties

Each chapter shall endeavor to accomplish the following goals:

- (a) Attain a membership goal of 67 percent.

- (b) Educate the membership on the history and accomplishments of CSUEU.
- (c) Faithfully hold in stewardship the dues and other interests of the membership.
- (d) Participate in CSUEU Board of Directors meetings, and all appropriate training meetings.
- (e) Support the bargaining programs of the Bargaining Unit Councils.
- (f) Communicate regularly with its membership.
- (g) Adopt and maintain Chapter Bylaws.

307.00 STAFF

- (a) CSEA staff are not eligible for office in the Association or the CSUEU. Staff shall assist officers in the performance of their duties and contribute their knowledge and expertise (as requested) during policy discussions.
- (b) The CSUEU Chief of Staff is defined as the chief management staff assigned to direct the staff operations of the CSUEU. (BD 3/08/03)