CSUEU, Chapter 305
Executive Committee Meeting
Wednesday, January 25, 2012
12:00 to 1:00 pm
Seven Hills Conference Center Russian/Telegraph Room

Present: Maria Allain, Hector Chan, Pat Hanson, Laura Lyons, Sandee Noda, David Rourke, Rosa Valencia, and Christina Valero

Guest(s): David Apelt, Frances Barron, Kathleen Bruno, Taylor Judd and Jerrie McIntyre

Call to Order: (12:15 pm)

Approval of E-Board & General Chapter Meeting Minutes

David Rourke moved to approve December 14, 2011 E-Board Meeting Minutes. Pat Hanson seconded the motion. Motion approved.

David Rourke moved to approve January 18, 2012 General Chapter Meeting Minutes. Pat Hanson seconded the motion. Motion approved.

Old Business

Member Survey – On hold. There may be a statewide member survey. Was put on hold to give board sufficient time to give input to Statewide. There may be an increase in dues. David Rourke is concerned about the survey we have created of results living in an area that anyone can access them. We may be tagging onto the statewide member survey and we won't have to do a separate survey.

Purchase of the Sail Banner Sign – on hold. This is on hold as the funding is still being reviewed.

New Business

Motion for the expenditures not to exceed $1,000 for Chapter Elections – We are buying out time for Bridget (10 hours) and Shawn Heiser (5hours) for election day which is February 29th. We need to purchase a ballot box, which costs about $100 dollars and printing costs, which cost about $100. We don't know if any other expenses will come about.

David Rourke moved for the expenditures not to exceed $1,000 for chapter elections materials, time and otherwise. Pat Hanson seconded the motion. Motion approved.

Announcements –

- Informational Ratification Meeting – February 14, 2012 Rosa Parks Room. Russell Kilday-Hicks and Alisandra may be at the informational ratification meeting. David

Rourke asked for clarification about whether we will be voting at this meeting or if this is an informational meeting about the changes in the contract. Sandee explained that this meeting is an informational meeting.

Executive Committee recommends that questions should be addressed in advance. Thus, questions/answers can be posted on our web site/shared electronically with the members.

David Rourke recommends that when meetings are announced and members have questions, they should send questions to the csueuchapter305 and forward questions to statewide office.

Executive Committee will find out tomorrow night when other chapters will be holding their ratification meetings.

Executive Committee recommends that we ask the chapter hosts to keep record of the questions. Sandee will ask. It was recommended that there be time keeping as well.

• CSUEU Ratification process in the Policy File/suspension of rules by the Board of Directors - Sandee informed the board that at the last conference call, number **605.00 J** was suspended by the board of directors (see attached handout titled 605.00 Contract Ratification Procedures).

• Discussion about pros and cons for serving lunch at the informational ratification meeting/motion for funding if needed - Headquarters may be providing $400 for the informational ratification meeting. The chapter can fund $800. We may have $300 dollars left over from the elections meeting. Laura Lyons asked if we have enough money to fund this. Pat Hanson shared that we have $900 left over from the elections meeting. A discussion about what type of lunch should be served took place online. Everyone agreed to have pizza and drinks served at the Informational Ratification Meeting.

Rosa Valencia motioned for the expenditures not to exceed $1,000 for Informational Ratification meeting. Christina Valero seconded the motion.

• Unit 5 Meeting – Sharon Cunnigham wants to come back to SFSU.

• Board of Directors meeting March 10th and 11th – This additional announcement was added to the agenda. The board of directors meeting will take place in San Diego at the Holiday Inn. Airfare is about $250 dollars, $150 dollars for hotel and $50 per day for food. If interested in going, you have to register as soon as possible. Estimated cost per person is $550. We currently have allocated $2,000 dollars for the entire year on board meetings line item. Laura Lyons would like to attend. Rosa Valencia said she might be

interested in attending. Pat Hanson would like to attend. Sandee said we would motion via email.

Adjournment – Laura Lyons motioned to adjourn the meeting.
Meeting Adjourned, 1:00pm

Ground Rules

- Speak from your own experience.
- What is said in the room, stays in the room.
- Step Up/Step Back - Meaning if you are a "talker" step back and listen. If you are a "listener", - step up and state your opinion.
- Constructive criticism and dialogue is welcome, personal attacks are not.
- Bend, don't break - meaning, be flexible with the things we are trying, however don't compromise yourself so much you break in the process.
- One speaker at a time. Cross talk is expected for discussion, side talk should be minimized.
- Speakers will indicate when they are done. Speaking limits or speakers list may be established.
- Stay engaged while meetings are in session [no sleeping].
- Cell phones should be placed in silent or vibrate mode to minimize disruption.
- Respect each other - agree to disagree
- Respect the agenda - stay on track.

Executive Board Meeting Agenda for January 25, 2012 in Russian/Telegraph Room in the Seven Hills Conference Center

1. Call to Order
2. Approval of Previous Executive Board Minutes
3. Old Business

   Member survey – on hold – there may be a statewide member survey

   Purchase of the sail banner sign –on hold
4. New Business
   - Approval of 1/18/2012 General Chapter Meeting minutes.
   - Motion for the expenditures not to exceed $1000 for Chapter Elections
   - Announcements –
     - Informational ratification meeting – February 14, 2012 – Rosa Parks Room
     - CSUEU Ratification process in the Policy File/suspension of rules by the Board of Directors
     - Unit 5 Meeting – Sharon Cunnigham wants to come back to SFSU
   - Discussion about pros and cons for serving lunch at informational ratification meeting/motion for funding if needed
   - Discussion about increasing membership/motion for funding if needed
5. Adjournment

Ground Rules

Speak from your own experience.
What is said in the room, stays in the room.
Step Up/Step Back - Meaning if you are a "talker" step back and listen. If you are a "listener", step up and state your opinion.
Constructive criticism and dialogue is welcome, personal attacks are not.
Bend, don't break - meaning, be flexible with the things we are trying, however don't compromise yourself so much you break in the process.
One speaker at a time. Cross talk is expected for discussion, side talk should be minimized.
Speakers will indicate when they are done. Speaking limits or speakers list may be established.
Stay engaged while meetings are in session [no sleeping].
Cell phones should be placed in silent or vibrate mode to minimize disruption.
Respect each other - agree to disagree
Respect the agenda - stay on track.

605.00 CONTRACT RATIFICATION PROCEDURES

(a) Upon reaching tentative agreement with the CSU Board of Trustees, the CSUEU Bargaining Committee shall prepare said Tentative Agreement (TA) to the membership and an unbiased summary of the TA, including a list of pros and cons.

(b) CSUEU headquarters shall notify chapters of the anticipated ratification time frame and distribute the TA and the summary to members and fee-payers.

(c) Chapters shall conduct ratification information meetings for a period of three weeks beginning one week after the TA is mailed.

(d) Ratification voting shall be by secret ballot by bargaining unit members. Ballots shall be printed for each unit on different colored paper and clearly identify the unit by name and number. A double envelope system shall be used for return of all ballots. Members shall place their ballot in a plain envelope and then place the plain unmarked envelope into a postage prepaid envelope. Said prepaid envelope shall be printed and signed by the employee and sent to the CSUEU. (BD 6/08/3) (BD 36/08/4)

(e) Ballots sent to fee-payers shall include a membership card to be completed and returned with the ballot for the ballot to be valid.

(f) Members may request replacement ballots from CSUEU Headquarters or their Chapter President. Replacement ballots shall be clearly marked. The outer envelope of replacement ballots shall advise the voter that receipt of two ballots will nullify their vote.

(g) The President shall appoint teller(s) who shall oversee the counting of ballots and rule on all disputed ballots.

(h) Ballots shall be deemed valid and are to be counted if the intent of the voter is clear and unmistakable.

(i) Unsigned and otherwise unidentifiable returned ballots shall not be counted. Signing the inner envelope shall be considered as valid identification.

(j) Ratification time frame:

(1) Monday of week one: mailing of TA and summary;

(2) Week two through four: Chapter ratification meetings;

(3) Monday of week four: mail ballots;

(4) Week four through six: voting;

(5) Friday of week six at 5 p.m.: deadline for receipt of ballots.

605.01 Appeals

(a) The decision of the teller(s) is final except that an appeal may be made by any member to the President within five (5) days challenging decisions of the teller(s).

(b) Such appeal shall be in writing stating the specific grounds for the appeal.

(c) Such appeal shall be heard only if the disputed ballots are sufficient to have an affect on the outcome of the ratification.

(d) In such cases, the President shall issue a written decision within five (5) calendar days of receipt.