

Bargaining Unit Council (BUC) 9 Report

February 22, 2014

BUC 9 met on February 22, 2014 in Sacramento, California.

Identity Finder

This is software that will be installed on CSU-owned workstations to check for sensitive data such as social security numbers, phone numbers, addresses, and email addresses. The software then prompts you for the action you want to take – whether to keep the data, or shred the file, edit the file, or quarantine. It does not examine encrypted folders, files or email. The purpose is to minimize sensitive data kept on employee workstations so as to reduce exposure in the event of a security breach.

We met with the CSU regarding the effect of this project on employees, and signed an agreement in February. Some things to know:

- The campus Information Security Office (ISO) will train employees on the software.
- There is a 30-day "amnesty" period during which you can use the software to find forgotten or no-longer-needed files, and delete them, without penalty.
- After the first 30 days, the software may be triggered remotely to examine files on your machine, and send information to the ISO about any files of concern. Sensitive data from the files in question will be masked when the information is sent.
- You will be able to run the software yourself at any time to check for files with sensitive data.

Be aware that if you have a copy of the PIMS list on your machine, this software may generate warning messages about that. We recommend not storing the PIMS list on your campus machine in the first place.

Video Surveillance Policies

Video surveillance policies have become an issue at multiple campuses, and we have met with the CSU to bargain over the effects on employees. Typical concerns include who has access to the recordings and how they are used (for example, in discipline or as substitute timeclocks).

Full Contract Bargaining Around the State

We will continue to bargain at various campuses, including East Bay (April), San Jose (May), and Dominguez Hills (June). Everyone is encouraged to attend. The presence of observers demonstrates to the CSU that employees care about their contract, and supports the bargaining team in their efforts at the table.

Communications With Bargaining Unit Members

Bargaining Unit Representatives (BURs) have both a right and an obligation to communicate with employees in Unit 9 on their campuses. If you are experiencing an obstacle to this, please contact the Chair of Unit 9 directly.

Workload Increase Is Justification for In-Range Progression (IRP)

If your campus denies an IRP with the claim that an increase in workload is not grounds for an IRP, file a grievance. Increased workload is explicitly listed in the contract as a reason for an IRP:

20.24 b. An in-range progression may be granted for reasons that include, but are not limited to:

- Assigned application of enhanced skill(s);
- Retention;
- Equity;
- Performance;
- Out-of-classification work that does not warrant a reclassification;
- Increased workload;
- New lead work or new project coordination functions given to an employee on an on-going basis by an appropriate administrator where the classification standard/series do not specifically list lead work as a typical duty or responsibility; and,
- Other salary related criteria.

As a reminder, always submit IRP requests in writing to your manager.