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## ❖ MINUTES ❖

### 1<sup>st</sup> CSUEU Board Meeting of 2010 March 27-28, 2010

#### **CALL TO ORDER:**

The 1<sup>st</sup> CSUEU Board meeting of 2010 was called to order by President Pat Gantt in the California Ballroom of the Holiday Inn Capitol Plaza at 10:13 a.m. on Saturday, March 27, 2010.

#### **PLEDGE OF ALLEGIANCE:**

Vice President for Organizing Ronnie Grant led the Council in the pledge of allegiance.

#### **ROLL CALL:**

A quorum of the CSUEU Board was present as determined by the roll call taken by Dayna Ramos, CSUEU Program Specialist. CSUEU Board members in attendance:

Pat Gantt, President	Ronnie Grant, VP Organizing	Russell Kilday-Hicks, VP Representation
Loretta Sevaetasi, VP Finance	Tessy Reese, BUC 2 Chair	Pam Robertson, BUC 2 Vice Chair
Sharon Cunningham, BUC 5 Chair	Richard Berry, BUC 5 Vice Chair	Michael Brandt, BUC 7 Chair
John Orr, BUC 7 At-Large	Rich McGee, BUC 9 Chair	Alisandra Brewer, BUC 9 Vice Chair
Steve Mottaz, President 301	Jessica Post, President 302	Kim Harrington, President 303
Leeanne Bowes, President 304	Carl Baer, President 305	Diego Campos, President, 306
Vera Acevedo, President 307	Frank Borrelli, President 308	Nancy Kobata, President 309
Ray Finnell, President 310	Gilbert Garcia, President 311	Claudia Garcia, President 312
Joyce Cury, President 313	Cynthia Jones-Hunter, President 314	Peggy O'Neil-Rosales, President 315
Joan Kennedy, President 316	Jacqueline Otis, President 317	Bernardo Ng, President 318
Deborah Campbell, President 319	Robert Garcia, President 320	Mike Geck, President 321
Andrew Coile, President 322	Charles Constantine, President 323	Joseph Dobzynski, President 324

## **OPENING REMARKS, ANNOUNCEMENTS AND INTRODUCTIONS:**

VP for Representation Russell Kilday-Hicks led the attendees in a rousing union oriented song titled “Arnold, Union Organizer.”

Pat Gantt acknowledged the guests in attendance and opened the microphone to anyone who wanted to speak. The following guests were acknowledged:

CSEA President Dave Hart and Vice President Donna Snodgrass were in attendance. Former CSEA President J.J. Jelincic was in attendance too.

Joan Kennedy has been placed as the president of the CSEA Foundation.

Chapter Presidents in attendance acknowledged the following guests from their chapter:

Chapter 301: Jerry Saner, Steve Tillinghast  
Chapter 302: Tom Alden  
Chapter 303: Pam Robertson, Neysa Bush, Stephanie Conrad, Frank Williams  
Chapter 304: Michael Hazen, Alisandra Brewer, Jo-Ann Dapiran,  
Chapter 305: Russell Kilday-Hicks, Loretta Sevaaetasi, Natalie Bremer, Vicky Baingul, Joseph Jelincic, Christine Valero, Sandy Noda, Rosa Valencia  
Chapter 306: No other members present  
Chapter 307: Steve Sloan  
Chapter 308: Kathleen Hidalgo, Michael Chavez, Dawn McCulley, Patsy Clayton, Michael Carrillo  
Chapter 309: Shirley Staton, Delores Rodriguez  
Chapter 310: No other members present – Kathryn Plunkett was here on Friday  
Chapter 311: Lisa Bush, Diana Balli, Donna Melendez, Linda Nunez  
Chapter 312: Ronnie Grant  
Chapter 313: Peggy Allen  
Chapter 314: No other members present  
Chapter 315: Richard Duarte, Janet Gonzalez, Toni Kukreja, Corina Carpiet, Matthew Black  
Chapter 316: John Burdett, Mike Brandt, Dan & Lori Williams  
Chapter 317: John Orr, Ken Coleman, Kathryn Crawford, Susan Smith  
Chapter 318: Tessy Reese, Sharon Cunningham, Sherry Velthuysen, Susan Henry  
Chapter 319: Christine Thomas, Rocky Sanchez  
Chapter 320: Rich McGee, Rick Berry, Kathy Cole, Annel Martin  
Chapter 321: No other members attending  
Chapter 322: George Ball, Gus Leonard  
Chapter 323: Mick Bowlin, Frank Fernandez  
Chapter 324: Jennifer Schweisinger

CSUEU Staff: Lois Kugelmass, John Watson, Dayna Ramos, Sherri Strange, temp DeAna Duarte and newest LRR Jennifer Adams.

Pat swore in the following new chapter presidents and CSUEU BOD members: Joyce Cury, Chapter 313; and Bernardo Ng, Chapter 318.

### **APPROVAL OF MEETING MINUTES:**

#### **CSUEUBOD 56/1/10 MOTION:**

Russell Kilday-Hicks second Rich McGee - that the minutes of the November 14-15, 2009 are passed as presented.

**PASSED**

### **PRESIDENT'S REPORT:**

Good morning and thank you all for being here representing the members and chapters and the work we do. I regret to inform you that the CSU is in lay-off. We do not take that lightly and we are currently in lay-off for 3 campuses: East Bay, Humboldt and Chancellor's Office. Unfortunately, we expect more lay-offs and will expedite information being sent out. In the back of the room is a sheet that identifies these lay-offs as we are noticed. We will update this weekly or as needed.

San Marcos announced there'd be lay-offs and then just as quickly announced they were not. This was the result of the chapter being prepared. A big effort was made to have no lay-offs because of the chapter president's hard work – Mike Geck great job!

We also got noticed this week that San Jose will start lay-offs. Usually when they tell us they're in lay-offs we don't know until notices go to employees and we try to turn it around as soon as possible. So when we know where a lay-off might be, we have stewards and reps that can respond to questions as appropriate.

I was at the East Bay campus the day after lay-offs were announced. The EE's were invited into a crowded room and told they were laid-off. They wouldn't let any stewards in the room to obtain information. Meanwhile, there was a camera crew poised outside the office and the crew filmed members as they were coming out of the office as they just got noticed for lay-off. There was police presence in the room and the next day I met with a reporter and answered questions.

During my visit with East Bay, I met with employees and could see that this chapter embraced the challenges that lay ahead. East Bay stewards were answering the questions. I could tell they learned quickly and rose to the occasion. Diego, you've raised the chapter to an incredible level and have been there for the members during these trying times and we thank you.

The rest of the story that helped Diego is from the BOD members who contacted Diego and gave him support and for that I thank all of the CSUEU board.

Every person in this room is a leader and representative of this union. Whether you're a president, or steward, you need to support one another. If you can't support one another you can't support the members.

At the same time, we can turn back the state budget problem if we don't lose focus. Help support the campuses that are in lay-off. Even if your campus is not affected, keep the pressure on the Governor.

Humboldt, I was there shortly after there was announcement of lay-offs. Senior employees got lay-off notices which switch your rights to your notices. Their rights and options were switched.

A grievance was immediately filed to rescind those lay-off notices. How many more interpretations are unknown. Indicating the trends so far at East Bay and Humboldt is they're targeting academic programming and that's a warning sign. Second warning, campus administration sent out warning of voluntary time based reductions. Article 16, temporary leave of absence which expires after one year. I'm very concerned about this type of lay-off

Under the lay-off procedure, we will bargain that issue at the table. To mitigate the lay-off and save people's careers. We'll be very cautious when advising. No one has a crystal ball to say what the state budget will do. There are supporters of the Governor restoring funds based upon about a \$584 million cut. Most lay-off cut to back fill the \$270 million furlough.

It amazes me that a system like the CSU goes to large scale lay-offs. During the Trustees meetings some of the Trustee's received "Stop the Cuts" campaign e-mails. You could see some CSU campus presidents were happy and some weren't so happy to receive them and, at some point, the laptops started to close. We will continue those types of campaigns when ever and where ever we can to make sure our members are poised to push the right buttons. Whether to campus presidents or trustees, we'll be there to push their buttons.

Thank you for your ongoing cooperation and support. As I said, these are challenging times. We need to build power. Higher education is an investment not an expense. Do you want a state that cares more about classmates or inmates?

### **CSUEU'S CHIEF OF STAFF REPORT:**

The headquarters staff is committed to continuous improvement and is here to serve CSUEU members, most importantly the Board of Directors. We need your feedback, for, without it, it's impossible to identify those areas most in need of attention. We can only achieve improvement by listening to and acting upon the input of the members, leadership and activists we serve. I encourage you to call or e-mail me at any time to let us know how we are doing.

On that note, over the last two months, I've talked to the majority of chapter presidents for feedback on the level of service that CSUEU is providing both from headquarters and in the field. I hope that I'll soon have the opportunity to speak with the remaining presidents.

I've received valuable feedback from those to whom I have spoken, both praise and room-for-improvement comments, and these conversations have made it clear that we need to do more. I'll be discussing this feedback with staff, and, in addition, over the next year we'll launch an annual customer service survey of our activists in the hope that, by reaching a broader audience and using a survey, we can obtain even more reliable feedback. I'll continue to check in regularly with the chapter presidents, as the value of having an ongoing dialogue is clear.

One of the focal points of our discussions was the nature of chapter visits by the field representatives. Our conversations revealed that there is a wide variety of chapter visits that are based on the needs and desires of the chapter leadership on a particular day. For instance, if a steward council is the only event on a chapter visit day, the LRR will attend that event and go back to their office. Some chapters work out the LRRs schedule in advance and the LRR may stay on the campus for most of the day. On other campuses LRRs have offices that they use to work in for the entire day. The most important factor is that the LRR is working with chapter leadership to ensure that their needs are being met, and this seems to be occurring on the vast majority of campuses.

### **Headquarters**

We continue to add to the headquarters' office procedures manual. Last year, we developed and/or clarified the following office processes:

- **Bargaining updates:** It is crucial to communicate to our members as soon as possible each time we are bargaining on a statewide basis. There have been instances during the past year when information has reached our members from sources other than CSUEU. We are making it a top priority to publish bargaining updates as soon after a statewide bargaining session as possible; in most cases this will be the same day. The VP for Representation, the bargaining team and the chief negotiator will develop points for the bargaining update, and the communications specialist will be on standby to copy-edit the points and publish them. If there are directives (e.g., stewards only; announce to all; discuss at general membership meeting) associated with the bargaining update, those will be communicated either in the initial bargaining update or in a subsequent update.
- **"Change" procedures:** It is a constant challenge to keep all of our directories, address lists, and other siloed databases up-to-date. For instance, we maintain activist and staff contact information on our website, member and fair-share fee payer information in our membership database, and e-mail lists in both our Exchange server and within Mailman, not to mention permissions for current stewards and other activists to access "The Activist" secure website and for selected leaders to receive "PIMS" lists. To ensure that our information is accurate and up-to-date, we will be implementing a new procedure for processing these updates, a user-friendly form on The Activist website where chapter presidents can submit all updates affecting their chapters. A single change request on this form will generate a "ticket" that we can use to track your request and to ensure that it gets taken care of accurately and across all databases. Once we have implemented this procedure, we will no longer accept update requests through any other method; before fully implementing this new procedure, we will have a beta testing period to ensure not only that the system works but also that each president is familiar with the form and is comfortable with the process.

- Meet and confer notices: We have eliminated a step from our process in conveying meet and confer notices to the impacted chapter. In the past, Malia Plummer scanned the notices and e-mailed them to the chief of staff for processing. This sometimes resulted in delays getting the notices out to the chapter. Malia now scans and e-mail the notices directly to the appropriate chapter and statewide leaders; in most cases, the notices will be processed the same day they're received. We believe this will decrease the likelihood that our members hear about an impending change from campus management before receiving the official notice from CSUEU.
- Meeting Calendar: The CSUEU calendar can be found at: <http://www.csueu.org/Calendar/tabid/81/Default.aspx>. To ensure that appropriate meetings are posted on a timely basis to the calendar, the attached new procedure has been developed and implemented.
- LRR Recruitment Process: At the November board meeting, we agreed on the following new process for LRR recruitment: beginning with the current recruitment, chapter presidents or their designees will be invited to the final round of interviews to meet the candidates and ask questions, and they'll have input into the final hiring decision.
- Exchange E-mail Lists: All "calcsea.org" mail users now have the ability to send to the lists contained in our Exchange server.

### Staff Updates

- Dayna Ramos: Dayna Ramos' role has been expanded; she is now the lead for the rest of the administrative staff in the headquarters office, with Sherri Strange and Malia Plummer reporting to her on a dotted-line basis. Dayna's duties include coordinating, assigning and tracking Sherri's and Malia's work, and she's also responsible for developing and improving our office procedures. Dayna is involved in the decision-making process for all administrative issues at our office. Dayna and I recently completed a supervision class at Sacramento City College and found the experience very valuable (Dayna got an "A")
- Sacramento, Stanislaus and Maritime LRR vacancy: We have hired a new LRR for the Sacramento, Stanislaus and CMA chapters. Jennifer Adams has hit the ground running and has fit in quite well with our staff and leadership.

## **Projects in Process**

- **Performance Evaluations:** CSUEU staff have been evaluated only once during the last 10 years. Without a performance management system in place, we can neither provide our staff with reliable, accurate feedback nor fulfill our goal of continuous growth. With the assistance of Local 1000 and the new CSEA HR director, as well as the feedback from chapter presidents, we are developing a performance evaluation form and process so that our staff receive valuable feedback and are able to create professional development plans. The evaluations will reflect each employees' classifications and will include criteria such as job knowledge; skills and abilities; initiative; communication; leadership abilities; quantity and quality of work; timeliness.

This will focus our staff training in the areas deemed most essential for our overall success. We will focus on training areas identified necessary to improve organizing skills, representation skills, time management, dealing with difficult people and more. Our goal is to complete all employee evaluations and professional development plans by the end of this calendar year. We'll be soliciting input from board members for consideration in the evaluation process.

- **CSUEU Staff Vacation Balance Reductions:** Our staff members have a contractual limit of 240 hours per year of vacation carryover. This is important, as it helps control our liability and ensures that our staff is taking the time they need to rejuvenate from their very demanding jobs. Many of our staff members are significantly over that balance, so we're now working out vacation schedules to bring them to the contractual maximum. Please bear in mind that, as a result of this initiative, staff availability may be somewhat limited during certain portions of the year.

## **Field**

- I continue to host weekly teleconferences with all field staff, SLRRs and the communications specialist. These calls are invaluable, as they provide a forum for sharing critical information and for brainstorming solutions to some of the more complex problems we face in the field.
- Our field staff members have submitted quarterly budget estimates so that the Finance Committee can better determine appropriate budget numbers for staff travel.
- Staff members have been directed to submit requests for lodging approval in advance when they know they will be going over the contractual limit.
- Staff members have been directed to use overnight accommodations only when absolutely necessary.

## **Central Support**

- **Human Resources:** CSEA has hired a new human resources director, Vicki Cichocki (pronounced Cha-hoski), who comes to us with a wealth of private industry experience. She has hit the ground running and has already assisted CSUEU with various personnel issues. I will be meeting regularly with her to ensure that our issues are processed in a timely and thorough manner.
- **Membership:** The transition from our antiquated UnionWare database system to the new Jeeves system has been rocky at best. We've had to deal with late and missing reports during this transition. CSEA has taken two steps to facilitate a smoother transition during this new year. First, they've hired Dave Samuel as IT Director, a new position for CSEA. Second, they have developed a committee made up of representatives from CSEA and all four affiliates to determine priorities for the Membership Department through this transition period. Ronnie Grant and I are the CSUEU representatives on that committee, which meets weekly to review the current status of the transition. When any crisis pop's up, the committee determines where resources should be focused. The objective is to complete the project as quickly as possible. All the stakeholders are now part of that decision-making process and are apprised of the project's status on an ongoing basis.
- **Accounting:** Our new accounting software is already in use by our account techs. Our VP for Finance and senior staff will be trained on how to access the system to produce reports by the end of April. The system should be fully functional by the end of the summer; some of the delay is a result of CSUEU's guidance that the online version more closely mirrors the expense forms that we use now in order for the transition for our members and staff to be smoother.

## **BARGAINING REPORT:**

We shifted work to managers. Campuses that are going to follow suit with lay-offs have a problem and it's us! We are their problem when they stamp on people's rights – we are their problem and we will be there to defend our members.

This was brought up last night in our bargaining caucus and our meeting last night. . .we don't have enough support. We are at war folks and we need everyone to step up. You don't have to like the team, but this is your team and we are here to fight.

We're trying to protect jobs, protect rights and all these new things that they're throwing at us. Lay-offs that we didn't see coming. As Pat said, the red circle. I'm not clear what they're taking advantage of, but taking a page from the Chicago economics – never let a good economic crisis go to waste. Their priority is restructuring and they don't care about people's rights. At Humboldt, people who have years of service their rights are being taken away and stepped on.

There was a majority decision to take furloughs and many of us felt we'd do it again. Voluntary time agreement out of the CSU. . .that's our goal. We're going to pick up where the Chancellor can't. We're going to take the lead and save as many people's job as we can.

Diego had a dysfunctional chapter that he's really turned around and we need to give him another hand. We want to be there to help people when their lives have been turned upside down by these lay-offs. And we will be there!

Thanks to the bargaining team, to Lois and Teven. Our staff is awesome and the office staff. These are the people behind the scenes and Phillip has been behind us too.

We are at war and we need leaders. Everyone of us is a leader and I believe in this organization and we will succeed!

### **MISC. INFO:**

Linda Nunez of Chapter 311 Los Angeles presented her questions and concerns about CSUEU's Organizing committee that she'd like to bring to the body. She read the following open letter to the CSUEU BOD:

For those of you who do not know who I am, I am Linda Nunez of CSLA, Chapter 311. I am also a committee member of the Statewide Organizing Committee. I am here to speak about my concerns regarding the organizing committee. Many of you in this room have received my recent emails asking where the Statewide Organizing Committee is. I must tell you that the last time this committee met was last year, October 2009!!

Many of you that read my emails shared my concerns, and on the other hand some of you open/read my emails and chose to ignore them. I would like to thank those of you that took the time to share your concerns with me. Those that chose to ignore me and my emails.

I say shame on you.

I say this especially to our leadership not one of you bothered to respond.

I am here to present this concern to the Board of Directors and ask you "What do you think about the absence of this committee?"

As I reviewed the agenda, all the committees are meeting this weekend with the exception of the Organizing Committee. . ."Why?"

Our committee members, leaders and staff must organize and mobilize to establish the current and future needs of our membership.

The current climate we are in clearly dictates that this is the time that this committee should be meeting on a regular basis - planning and organizing.

With the possibility of lay-offs looming over every campus, we need to come together to plan, interact and assist all chapters in organizing their strategies to be proactive in facing the difficulties that lay ahead.

We should be meeting with the chapters to see how we can assist them to organize rallies, walk their campus with them to do whatever it takes to get the attention of those that make the decisions on behalf of the memberships future.

The organizing committee should be pumped up and buzzing, not shut down and silent at this time. It appears the ideas, changes and achievements that can be made by this organizing have been abandoned.

I direct this question to you the (board members)

What do you think???? Am I up here just blowing smoke or should we get this committee fired up and moving?

I have been involved with this organization for over 25 years, and lately these have been the worst times I have seen or experienced both as an E-board member and employee with the CSU. We currently live with the membership having to take two days of furloughs a month, losing the fee waiver benefit, and the CO disrespecting the membership.

This is the time that we must stand together, to push back and show our strength through unity!! We must recognize the current economic realities and reaffirm the transformation of our organizing committee into a service that should be provided to us by our leadership, Pat, Russell, Loretta, and Ronnie; I ask you to activate, energize and fund this committee and comment now in front of the entire BOD your affirmation for this committee.

Why am I asking this question, because I care.

Once again, I would like to thank those of you that shared your concerns with me and hopefully will share them with the leadership and the BOD's today...

Linda Nunez Unit 7 Representative CSUEU Chapter 311

**CSUEUBOD 57/1/10**

**MOTION:** Andrew Coile second by Ronnie Grant - that the BOD go into closed session at a time certain of 1 p.m. to discuss the issues surrounding the organizing committee. (Note: Joseph Dobzynski second by John Orr to amend the above motion to go to closed session at 2 p.m.)

**PASSED**

## **POLICY FILE COMMITTEE RECOMMENDED CHANGES:**

The Policy File Committee presented the following changes. Discussion ensued and the following motions were made:

**CSUEUBOD 58/1/10**      **MOTION:**      CSUEU Policy File second by Christine Thomas - that the BOD adopt the amendments to Appendix A: Definitions of the CSUEU Policy File as presented.

**PASSED**

**CSUEUBOD 59/1/10**      **MOTION:**      CSUEU Policy File second by Christine Thomas - that the BOD adopt the amendments to Division 401.03: Closed Session Optional of the CSUEU Policy File as presented.

**PASSED**

**CSUEUBOD 60/1/10**      **MOTION:**      CSUEU Policy File second by Christine Thomas - that the BOD adopt the amendments to Division 601: Elections of the CSUEU Policy File as presented.

**PASSED**

**CSUEUBOD 61/1/10**      **MOTION:**      CSUEU Policy File second by Christine Thomas - that the BOD adopt the amendments to Division 1205: Representation Committee as presented.

**PASSED**

**CSUEUBOD 62/1/10**      **MOTION:**      Mottaz second by Finnell - that the CSUEU BOD accept to extend the term of office of all currently elected officers at the state and chapter levels by 1 year.

**PASSED (21 to 10)**

## **STATE BUDGET AND LAY-OFF REPORTS:**

President Pat Gantt and VP for Representation Russell Kilday-Hicks presented a PowerPoint on the state budget and lay-off report.

❖ *End of Day 1 for CSUEU BOD Meeting* ❖

❖ **Sunday – March 28, 2010** ❖

CSUEU's 1<sup>st</sup> Board of Directors meeting of 2010 resumed at 10:12 a.m. in the California Ballroom on Sunday – March 28, 2010.

### **1. Policy File Committee:**

First of all, I would like to thank the members of the committee, Joan Kennedy, Steve Mottaz, Richard Duarte, and Kathryn Plunkett for all of their hard work and staff, Nancy Yamada and Malia Plummer for their assistance.

The committee would like to encourage those chapters who have not finished updating their chapter bylaws to do so. About a third of the chapters have filed revised bylaws. When you finish your revisions, please send a copy to Malia at headquarters. Also, please send a copy to the chair of the Policy File Committee and the Vice-President for Organizing.

The committee met in Sacramento in January 28 and 29. Most of the time was spent working on revisions to the CSUEU elections process. A motion was presented at this board meeting containing suggested revisions.

On March 12, 2010 Policy File Committee members participated in a one hour conference call with the Communications Committee to begin discussions on 2 topics: (1) the general dissemination of information which originates from CSUEU headquarters, and (2) review of postings on the Activist website and other CSUEU electronic media. Discussion continued on these 2 items in a joint session with the Communications Committee at our March 26 meeting.

We are currently reviewing language on the following items:

1. Policy File Division 8 regarding union leave, release time and lost time,
2. Working jointly with the Legislative Committee and Finance committee to determine what new language will be necessary regarding our PAC;
3. Reviewing the grievance and disciplinary process;
4. Discussing the inclusion of chapter organizing chairs as a part of the electorate for statewide officers;
5. Working with the Finance Committee to develop language regarding a member's failure to cancel a direct billed hotel room in a timely manner and other fiscal language.

Respectfully submitted,

Christine Thomas, Chair  
Policy File Committee

**CSUEUBOD 63/1/10**

**MOTION:** Tessy Reese second by Rich McGee - that the CSUEU BOD accepts the Policy File Committee reports as presented.

**PASSED**

## **2. Finance Committee:**

Since the November 2009 BOD meeting, the Finance Committee met on January 21 & 22; February 26; and March 26, 2010.

### **December 2009 Financials**

Through December 2009, CSUEU showed a net surplus of \$302,271 versus a budgeted loss of \$615,765; this is a positive variance of \$918,036. This favorable variance is totally dependent upon successful resolution of the Unity Fund issue with SEIU International. Resolution of this issue could potentially mean an additional \$847,000 in expenses (approximately \$77,000 per month for 11 months) allocated to CSUEU, reducing the positive variance to an estimated \$71,036. Favorable variances exist in the following areas: Revenues, Supplies & Materials, Operating Expenses, Salaries and Wages/Benefits (due to possible CSEA/SEIU retirement merger) and Capital Acquisition. Negative variances exist in the following areas: Union Leave, Travel, Central Support Usage, and Political Activity.

The new Accounting Software went live on January 1, 2010 and the Finance Committee received a draft financial report in January which was incomplete and one for end of February which was missing information (specific line items for travel and others). The calculations for projected budget were slightly off so the Committee agreed to make available the copies of the Balance Sheet for CSUEU through end of February. It is early enough in the year that we can wait until next Board Meeting to really evaluate our finances at that time. CSEA Affiliate Treasurers will have ability to log onto the new accounting system some time next month so information can be accessed online on a regular basis. There is an upgrade to the new system scheduled for implementation in May that addresses the online expense claim function. Many of the Committee's recommendations that were made during the January meeting about the setup of the expense claim page on the system were taken into consideration. Intacct, the company that owns the software is currently in the process of reconfiguring the page to mirror the claim form as much as possible. The Committee will report back to Board in June as to the timeline for availability of this feature.

Lee King reported that the Auditors will arrive on April 4, 2010. Our audit costs will be slightly higher this year because our PAC will undergo its first audit this year as well. Information to follow at next Board Meeting that will include Hudson Notice.

### **Outstanding Travel Advances**

After reviewing the most recent Aged Payables Report, the Committee has to work with Accounting with regards to report and new format. VP for Finance and HQ staff will review and determine those advances 61 days or more. A letter will be drafted and sent to remind those members to clear their advances and a list will be sent to Chapter Presidents asking you to help by reminding those members in your Chapter with outstanding advances. Members who had advances over 60 days at the end of 2009 were issued a 1099. If so, the member is still required to clear their advance. Upon review of the list, most of our Board members have made an effort to clear advances in a timely fashion. If you need assistance in clearing your advances or with claims process, please ask any of the Finance Committee members and we would be more than happy to assist you in filing your claims.

The VP of Finance will continue to work closely with CSUEU office staff and CSEA Central Accounting staff in monitoring the "No Advance List" when processing travel advance requests, and assisting members with clearing their outstanding advances.

### **Board of Directors Online Registration**

Met with Dayna and Andrew Coile on December 28, 2009 to discuss online registration for Board meetings to streamline the process to include leave calculation, travel and lodging for Board members. Due to the furloughs and to minimize the need for members to request advances to cover travel and lodging, I recommended and Pat agreed to try out direct billing for hotel for Board members only starting with the March Board Meeting. Dayna, Andrew and I discussed also looking for a way to direct bill travel for Board members as well and the outcome was Swabiz.com the Southwest Airlines Corporate website. Dayna created an account for us on Swabiz.com and Board members as part of registration process were asked to register with Swabiz using our company account number.

Many members of Board who fly in from Southern California used Swabiz to book their flights under our account to further minimize the stress of having to advance money to pay for flights to and from Board meetings. However, after review of the information for this Board meeting, members need to make their flight arrangements earlier to take advantage of the savings which is another reason for creating account with Swabiz. We noticed some changes that were made to flight arrangements which meant additional costs so in the future, any changes will have to be made using member credit card with subsequent claim to justify the expense. Ray Finnell made a suggestion at the Chairs' Committee about including a ride sharing option on the registration site as another option for members.

The VP for Finance would like to acknowledge Andrew Coile and Dayna Ramos for all their hard work in making this possible for our members during this first Board Meeting of 2010.

### **Expense Claim Coversheet**

The Committee is currently working on revising the expense claim coversheet and will be working with the Policy File Committee to come up with language that addresses changes in hotel (direct billing) and travel (direct bill via swabiz). The Committee has confirmed at least one Board member who registered to come to a meeting, but did not let Dayna know within 72 hours of the meeting to cancel their hotel reservation so CSUEU is liable for the cancellation fee of one night's stay ~\$100. In addition, when a member registers for the Board meeting and indicates when they will be checking in, if you decide to come the next day, you need to notify Dayna or if it is the day of your reservation, please call the hotel so they can move your reservation to the next day. Some members forgot to let Dayna know and their reservation was cancelled because they did not check-in on the date they indicated upon registering for the Board Meeting. Lastly, all Board members need to register online for the Board Meeting. Even if all you need is leave to attend the Board Meeting, you need to register so Dayna can note your leave needs and process it accordingly.

The Committee noted that the Member Expense Claim Form and Chapter Expense Claim form were not easily accessible on the CSUEU website and John Watson took care of making it easily accessible from Library menu (within 5 minutes of request) Thanks, John! VP for Finance will ask HQ to order printed copies of the Chapter Expense Claim forms and mail some to the Chapters so that you have some on hand for Chapter funded travel or other.

### **Chapter Budgets/Forfeitures**

As of our meeting on 03/26/10, the VP of Finance has received a report of one campus that is in forfeiture status due to being over the monthly maximum balance. The Chapter has been notified and is working to bring their balance down. There are other Chapters that are over, but have identified future events that will clear the overage so if you know your Chapter will be over the limit, just let Tammy Pittman ([tpittman@calcsea.org](mailto:tpittman@calcsea.org)) know so she can encumber the funds. There are still several campuses that have not submitted their 2010 budget to Chapter Finance in Accounting. I will meet with those Campus Presidents to work on getting those submitted. I do want to encourage Chapter leadership to let me know if there are problems with getting monthly financial reports or if request for payment or advance from Chapter Finance is taking longer than the 7-10 day for normal transactions or 72 hours for rush transactions. I cannot address these issues if I am not aware so please let me know. My e-mail address is [lsevaetasi@calcsea.org](mailto:lsevaetasi@calcsea.org).

## **Chapter Finances**

This is just a reminder that we are nearing the end of the first quarter for 2010 so please make sure you submit reports related to any petty cash accounts you have for your Chapter by the April 20<sup>th</sup> deadline to Tammy Pittman, [tpittman@calcsea.org](mailto:tpittman@calcsea.org).

## **Organizing Grants**

\$10,000 was allocated in 2008 for organizing grants. The Finance Committee has not yet received a report of how this money was allocated and the outcomes.

## **Chapter Grant Requests**

The Chapter Grant Fund is funded solely by chapter forfeitures. As the number of chapter forfeitures has decreased the fund has diminished accordingly.

Since our last meeting the following chapters requested grants:

<b>Chapter</b>	<b>Purpose of Grant</b>	<b>Disposition</b>
321	Fund one (1) person to attend 3/10 BOD/withdrawn	Denied \$500
319	Equipment purchase	Approved \$750

The Finance Committee would like to remind Chapters that grant requests are to be submitted to VP for Finance at least one month prior to the anticipated event/activity, not several days before or even a week before the event. This is stated on the Grant Request form as it takes time for the Committee to review and if more information is needed, there is no way it can be approved in a few days' time because then Accounting will need time to process the transaction as well. Secondly, there are Statewide activities including Board Meetings that Chapters need to plan ahead if they want to fund a person or persons to attend these events and include this in their budget for the year. Lastly, if you submit a request and it is denied but you want to then apply for another event or other, you need to resubmit your grant request with the new information for the new request.

## **2010-2012 Budget**

The Finance Committee feels it is important that we test the reporting under new system in addition to research Committee is doing on the prior year (2009) for the current year. The Committee does not have any recommendations for changes to the 2010 budget at this time. However, we will continue to monitor expenses and hope to have a more accurate picture of spending and finances at the next Board Meeting in June.

1. Hudson Notice settlement-Back in 1999 National Right to Work filed anti-union lawsuit regarding Fair Share fees and won on inadequate notice. CSUEU chose to save resources while waiting to see what happens by following Local 1000 who settled and after appeals had to republish audit and determined organization had right to attorneys fees. Original offer for settlement with CSUEU was \$147k including clean up fees. Final settlement agreement \$45,500 + \$8k for clean up. Case is still being worked out in court with next hearing 4/26 or 7/19 for court approval and class approval. Third party will handle mailing of \$1 will verify that CSUEU office address used in case of any return mail.
2. SEIU Unity fund rebate for 2009-2012. Pat working with SEIU to get 2009 portion settled but SEIU wants benchmarks before agreeing to settlement for 2009 which is CSUEU pays January – June 2009 and July – December is rebated. We currently carried over \$489k into 2010 so if settles, we need to pay February – June approximately \$400k so then we are left with only 89k carryover into 2010. Then SEIU will review our benchmarks and hopefully agree to rebate three (3) more years so stay tuned.
3. CSEA-SEIU retirement merger still in works to go into effect soon. CSEA will owe SEIU 10.3 million amortized over 12 years at 8% which CSUEU portion is about 21-22% and we budgeted for 40% we may realize some savings but need to wait until finalized. Thanks to Lee King for awesome projections in this area so our budget is on target as far as retirement payments.
4. Unionware/Jeeves problem and proposed resolution was discussed at the January CSEA Board Meeting. Copies of the presentation that was made by Dave Samuel, the new IT Manager for CSEA is being distributed for your review. Jeeves was supposed to be the fix it solution for Unionware but because un-architected system, not really worth much. RFP in progress to look for Project Manager to find solution. So, this means we will have to pay a portion of cost which for this first stage is approximately \$50k. Our member database is important because it is how we get our revenue so that we can operate. The second stage of process will cost more and good thing is Local 1000 is on board and willing to pay the larger share of costs. Will hopefully have more to report at next meeting.

These are a few things that will affect our budget going forward and all the more reason why getting the rebate from SEIU is important to protect the cushion we have going forward as an organization and to help us as we fight to protect our jobs and rights under our contract.

### **Dues Structure**

The dues reduction will not end until June 30, 2010 and Chief of Staff, Phillip Coonley will work with Membership to make sure the conversion back to regular dues deduction is implemented and reflected in July 2010 pay warrants. The projected loss in revenue for January – June 2010 is a little over \$300k.

### **Political Action Fund (PAC)**

Attorneys completed the filing to form the CSUEU PAC in June 2009. Philip Coonley also advised CSEA to start diverting CSUEU CMAC contributions to the CSUEU PAC. The latest report on current balance of that account is being distributed for your review. Finance Committee had an opportunity to meet briefly with the Legislative Committee to discuss creating a card for those who contribute to CMAC so they can elect to divert all of their contributions to the CSUEU PAC and also to recruit new donations to the PAC. During the CSEA Board Meeting in January, it was reported that CSUEU is currently the only Affiliate still contributing to CMAC because only those contributions over the maximum allowed for CMAC are being diverted to the CSUEU PAC. We are happy to announce that a CSUEU card is going to be created using the ACSS application as the model. Sherry Golden and John Watson will be working on the card/application.

### **Committee Budgets for 2010**

As per Policy File, Committees are supposed to submit a list of activities to Finance Committee each year. After reviewing the list of activities in January, the Finance Committee agreed that more information was needed in order to create an accurate budget for each committee. Past practice has been that each Committee was given \$5000 for meetings outside of regular Board Meetings. The Committee felt that \$5000 is probably not enough especially after reviewing some of the activities submitted by each Committee. This does not mean however, that all committee activities will be funded. An example would be the Organizing Committee which included 2 regional trainings which after using basic assumptions came out to over \$60k based upon information submitted by VP for Organizing. This is just for 2 trainings and does not include any committee meetings in between or conference calls.

The Committee cannot approve funds for events without details so please keep that in mind when planning events.

The Finance Committee recommends meeting with the Committee Chairs to finalize their budgets in the near future, possibly the Sunday before Lobby Day (April 25) since most Chairs will be here for Lobby Day.

The members of the Finance Committee are Lori Williams ([lwilliam@calpoly.edu](mailto:lwilliam@calpoly.edu)) assigned to Organizing Committee; Sherrie Velthuysen ([velthuys@mail.sdsu.edu](mailto:velthuys@mail.sdsu.edu)) assigned to Policy File Committee; Shirley Staton ([sstaton@csufresno.edu](mailto:sstaton@csufresno.edu)) assigned to Classification Committee; Jo Ann Dapiran ([joann.dapiran@sonoma.edu](mailto:joann.dapiran@sonoma.edu)) assigned to Representation Committee; Kathleen Hidalgo ([khidalgo@csustan.edu](mailto:khidalgo@csustan.edu)) assigned to Communications Committee; Marilyn McGuire ([mmcguire@calstate.edu](mailto:mmcguire@calstate.edu)) assigned to the Legislative Committee and Loretta Seva'aetasi ([lseva'aetasi@calcsea.org](mailto:lseva'aetasi@calcsea.org)) assigned to Executive Officer Committee.

### **Treasurer's Training**

If you have a new Treasurer, please let me know so we can either schedule a training or have a Committee member come out to do a one-on-one training. We have two newly appointed Chapter Presidents who can be trained by a member of the Finance Committee who are also from the same Chapter.

Respectfully submitted,

Loretta Seva'aetasi, VP for Finance

**CSUEUBOD 64/1/10**

**MOTION:** Steve Mottaz second by Andrew Coile - that the CSUEU BOD accepts the Finance Committee reports as presented.

**PASSED**

### **3. Classification:**

The classification committee has spent the past several months learning, reviewing and updating the Job Merging PowerPoint and workshop information. All committee members are ready to present this workshop to any campus, and since we have committee members in all parts of the state we are able to do this with limited travel expense. At our Senior LRRs request, this information was presented to the LMC on compensation at the Chancellor's office.

In conjunction and with the knowledge and expertise of our VP for Organizing, the presentation was given to over 150 attendees at simultaneous locations via the use of Elluminate Live and placed on the CSUEU website for the benefit of our members.

With the arrival of lay-offs, job merging and the position description workshop have become even more crucial and we have decided to "dust off" the Writing Your Position Description workshop to educate our members and make sure they are classified correctly. We hope to be able to do more presentations via the Elluminate Live or webinar software and record them for placement on the website. This use of technology will make it possible to reach the largest number of our members without excessive travel or leave costs to our organization.

The Unit 7 representative from San Francisco recently contacted us after the most recent webinar and we discovered that SF State is the poster child for job merging and not using the proper classifications for our employees. Their improper classifying of our employees is an egregious and blatant disregard for the classification standards. It was discussed and we determined that the best course of action was to form a task force of both the classification committee in conjunction with the stewards at SF State and together we plan to request and review the position descriptions and classification standards for all our represented employees at that campus.

Respectfully Submitted,

Nancy Kobata

**CSUEUBOD 65/1/10**

**MOTION:** Frank Borrelli second by Vera Acevedo - that the CSUEU BOD accepts the Classification Committee reports as presented.

**PASSED**

#### **4. Communication Committee:**

1. Communications activities have been consumed with producing the recent issue of *University Employee*, which seems to have been a solid success. We are now deep into the next issue, whose target date for distribution is the end of May. While the past issue focused on furloughs, the next one's overall theme is dealing with lay-offs. New features will include brief reports on all committee activities.
2. We're looking at producing a video for Lobby Day, similar to that used for last year's activity. One estimate we received is in the neighborhood of \$5,200, but we're exploring other production sources to try to decrease that figure; this amount was not applied for in the Communications budget request, so if the Board of Directors wishes it to be produced, funding must be found somewhere.
3. Recent discussion on members' opting-out from e-mails, snail mails, and robocalls has been held, recommendations for procedure will be drafted.
4. Another work in progress is codifying best communications practices handbook for distribution to all chapter officers, with an added section that concentrates on additional guidelines for chapter communications liaisons.
5. Tied to that is an investigation into methods of assisting chapters to develop liaisons if they don't have them.
6. We're also been working on policy and practice recommendations for the web calendar, which will be addressed in a proposal coming out of the Policy File Committee.

7. Joseph Dobzynski has worked intensively on preparing a proposal for transitioning Board of Directors e-discussions to the Activist website exclusively. See Handout #1. This is one step in the process of getting all confidential communications out of sniffing range of CSU servers. We're hoping to do a brief session for the Board at the June session. Another step, which we will be working on next, is moving everyone's e-mail away from CSU addresses. In ideal practice, no board member will use a computer that goes through a CSU server for confidential CSUEU communications. The third vital step, as pointed out by Rich McGee, is to use secure flash drives to store PIMS lists and such. One such device is the Corsair Padlock2 8Gb flashdrive.
8. In recent meetings, we have discussed ways of monitoring the website to be sure that links are active, that all info posted is up to date, and that the library is easy to navigate and contains all the appropriate documents. Communications Specialist John Watson has stepped up vigilance on that front.
9. Rich also made a request for a secure chat arena. He, Joseph, Steve Sloan, and Ronnie Grant have been working with CSEA IT staff to test a possible program on a mock-up of our UNIX server. Concerns being investigated are security of the server if a window is opened into it and possible degradation of other services hosted on the server.
10. Joseph and Steve have also been working on a proposal for social networking in the form of a Facebook page and Twitter accounts. See Attachment 2.
11. The E-News program continues, with positive feedback. We still encourage grassroots-developed stories and photos. John's compilation of March 4 photos and write-ups of the campuses' activities show how impressive our organization can be when motivated and organized around a cause; we know other activities happen at the chapter level and we'd like very much to hear from each of you about them so we can get the word out. I've also proposed weekly update blasts on lay-off status of campuses plus other vital, but brief lay-off info such as KYR.

Finally, we have been working with Policy File, Legal advisor Nancy Yamada, Lois Kugelmass, Phil Coonley, and John Watson on two issues that have profound impact on a large percentage of organizational communications.

12. The first is an examination of monitoring posts to the Activist discussion forums. An incident arose last year in which someone posted a message that was interpreted by another member as being defamatory to herself. She posted a back-flash response and complained to HQ. After close analysis and discussion a decision was made by staff to remove both posts. This prompted intense protest by several members who cited free-speech rights and the inappropriateness of censorship of members' opinions in an open forum hosted by the organization. The matter was then referred to Communications for discussion and action.

To set the record absolutely straight, our purpose in working on this matter has never been to find fault or reason for disciplinary action against anyone. Rather, we set the goal of developing policy and/or practice recommendations that both satisfy the user's needs and protect the organization from potential harm, including legal action. We also need to honor members' need for all forms of respect. We cannot afford to have a lawsuit filed against us because just defending it could cost us significant and scarce funds. Equally important, we cannot afford the loss of respect that would ensue from the controversy.

The forum was established with the goal of providing an area for the open exchange of ideas, secure from the public at large, most access to which is established by attaining certification as a steward. Personal attacks are not part of the environment which was envisioned, nor does allowing that sort of post protect CSUEU from backlash by the targets of inflammatory posts. Prior to this issue coming up, John Watson, Phil Coonley, members of the immediate past Communications committee and I discussed the importance of not supporting flames, and we agreed that CSUEU could not do so even at the possible expense of censorship accusations. The need for such an approach has been upheld in the incident at hand. The process wasn't the one many of us would have wanted. There was no policy or guidelines in place to be followed, however, and that's why we're working on this issue.

To date, we have developed some recommendations, which are up for further refinement:

- Revision of the terms of use agreement. The path we have tried to follow is to totally support for expression of opinion and idea until such puts the organization at risk.
- Member monitoring of posts.
- At the first hint of a problem or the filing of a complaint, we propose that a review panel be mobilized. The panel would consist of two members from Communications, two from Policy File, two staff members, and the President as a tiebreaker if needed.
  - The post(s) in question would be examined and if deemed by majority to cross the line into harmful, would be quarantined from the site.
  - The author would be contacted and the reason for pulling the post would be explained, with the intent of working with the author to revise the post and have it put back on the site.
  - If no accord can be reached through reasoned and compassionate discussion, the post would need to remain quarantined.

The guiding principles would be those sections of Policy File that apply to activities that are permissible as well as corporate law and other standards that both enable the expression of opinion but protect the host of any forum for same.

- A means of appeal would be established to handle complaints about the decision. It's a complex matter and much more work is needed; we hope to have a more firm and specific proposal for the June BOD. Until then, any further instances will be handled, if they crop up, as described above. When we've had ample opportunity to work further with Policy File and legal counsel, we anticipate a proposal for presentation to this body for action.

13. The other complex issue is regarding two types of communications: messages from HQ and blogs. The former entails issues of chapter-level autonomy in handling information that affects all employees statewide. Some issues similar to those above are applicable, but the over-riding factor is getting out information that's appropriately disseminated, in an appropriately timed fashion, and in a way that's worded appropriately. This is both respectful of chapter officers' rights of autonomy and within their responsibilities to the organization. As a beginning point, we have developed some principles which need further refinement before presentation to the board.

- For example, three levels of distribution are an important component of any message from HQ, and we recommend that every message contain an indication of who should receive it.
- Regarding blogs, we again have not attempted to squelch anyone's right to free speech, but rather to protect the organization by proposing clear identifiers on official blogs as well as unofficial ones hosted off the website.

Policy File will also be working on identifying those portions of the governing document that can be applied to enforce whatever recommendations at we eventually arrive.

Ray Finnell, Chair

**CSUEUBOD 66/1/10**      **MOTION:**    Andrew Coile second by Peggy O'Neil-Rosales - that the CSUEU BOD allocate no more than \$5,000 to hire a professional company to create a Lobby Day video.

**PASSED**

**CSUEUBOD 67/1/10**      **MOTION:**    Steve Mottaz second by Ronnie Grant – that the CSUEU BOD refer to the Policy File Committee resolutions I and II which were presented in the Communications Committee's report.

**PASSED**

**CSUEUBOD 68/1/10**

**MOTION:** Joseph Dobzynski second by Andrew Coile - that the CSUEU BOD approve the Communications Committee creating a CSUEU Facebook page.

**PASSED**

**CSUEUBOD 69/1/10**

**MOTION:** Steve Mottaz second by Ronnie Grant- that the CSUEU BOD accepts the Communications Committee report as presented with exception of the two resolutions that were referred to policy file.

**PASSED**

## **5. Representation Committee:**

The Representation Committee met on Saturday, Feb. 6, at the Holiday Inn in Sacramento.

**Committee members in attendance:** Russell Kilday-Hicks (VP rep, chair), Tessy Reese (BU2 chair), Pam Robertson (BU2 vice chair), Sharon Cunningham (BU5 chair), Rick Berry (BU5 vice chair), Mike Brandt (BU7 chair), Rich McGee (BU9 chair), Alisandra Brewer (BU9 vice chair), Lois Kugelmass (SLRR, staff assigned), Pat Gantt (president), Phillip Coonley (chief of staff)

**Members absent:** April Webster (BU7 vice chair)

**Guests:** Andrew Coile (Monterey chapter president), John Burdett (SLO chief steward)

**The committee reviewed the following cases for arbitration:**

	<i>Case no.</i>	<i>Campus</i>	<i>Action taken</i>
1.	R07-2008-409	Sacramento	Do not arbitrate
2.	R05-2009-415	Humboldt	Arbitrate
3.	R09-2009-167	Sonoma	Arbitrate
4.	R07-2008-121	Sonoma	Do not arbitrate
5.	R07-2008-309	Sonoma	Do not arbitrate

**Pattern to watch for:** As the committee reviewed one of the cases up for possible arbitration we wondered if what was done to this employee could be a pattern within the system. As this employee was nearing the automatic permanency of four “temporary” years in a classification the university granted a reclass and “reset the permanency clock to zero.” We would like to see some further investigation into this on every campus to make sure it is not happening to other employees.

**Bargaining Team training:** Two-day training, combined with a Representation Committee meeting, is scheduled for May 14-16. We arranged a trainer through the SF City College program, who is creating a tailored class for us. The Representation Committee will meet on Sunday morning, May 16.

**Steward training:** Since our last board meeting, we held a one-day basic steward training at Sacramento State on Feb. 20, and another at San Marcos on March 20; and the traditional two-day event at the East Bay campus on Feb. 26-27. The next one is scheduled for Channel Islands on April 17. This will finish up the lingering untrained new chapter officers from our elections last year. I do not anticipate an overwhelming need for steward trainings in the near future.

**Policy File:** I worked with the Policy File Committee to make slight modifications to the steward status between “active” and “inactive” stewards in Policy File 906.01.

**Training policy:** The committee discussed the two training mandates in the Policy File: the requirement for steward training of new officers within six months of taking office and the recertification requirement for stewards after we ratify a new contract. We created a workgroup to examine the union’s training needs and come up with a comprehensive proposal for the BOD to consider. This group is Alisandra, Rich, Tessie, Andrew Coile, and myself.

**Guardian:** The committee invited Monterey Chapter President Andrew Coile to present on the Guardian, our online steward network. The Guardian was introduced to the chief steward group at the statewide meeting in December, and we are hoping to introduce this soon but some additional work is needed. We understand that this tool will only be used if it can make the representation job easier for both the field reps and our stewards. That is our ultimate goal.

**Representation programs:** As usual, for the most part I hear good things about our representation around the state. Bill Candella in the chancellor’s office said that SF State is leading the way with grievances filed. Their HR department has seen major personnel change in the last few years from key retirements that have affected their ability to settle things locally. That seems to be the pattern on other campuses with large steward workloads as well (Long Beach?). I also hear that we still have a few stewards who are not reporting cases to their chief stewards and some BU reps who believe that they are to only take cases in their BU (please inform your stewards that there is no such restriction; any steward can represent any grievant in our represented units).

**Furlough survey:** The results of the furlough survey in mid-February showed that lots of grievances were not filed when they should have been. Some of our members may be owed money. We sent out packets to the chapters we had information for. I hope they have been acting on them and would like to hear about the results. I’ve been using this analogy in steward training, something I use with my 9-year-old when he doesn’t want to brush his teeth: “Just brush the teeth you want to keep.” The same holds for our contract, just enforce the rights you want to keep.

Thanks for your support.

**CSUEUBOD 70/1/10**      **MOTION:**    Ronnie Grant second by Tessy Reese - that the CSUEU BOD accepts the Representation Committee reports as presented.

**PASSED**

## **6. Organizing Committee:**

The Organizing Committee met by conference call in December; no actions were taken.

CSUEU's bargaining team has been wrapped up in the lay-off bargaining in the past few months; a joint meeting between the Representation Committee and the Organizing Committee is tentatively scheduled for April 8 and 9, with a likely location of CSU Los Angeles.

Since September 1, 2009 to present, the [www.csueu.org](http://www.csueu.org) homepage received 39,500 views. The successful E-March campaign in December-early January received 1,247 views, making it the 10<sup>th</sup> most viewed page on the entire website.

The VP for Organizing assisted Classification Committee Chair Nancy Kobata in holding a live online job merging workshop; many Chapters assisted us in setting up classrooms to view the workshop. About 200 persons directly connected live and there were another 100 viewing in classrooms. The recording is archived on [www.csueu.org/live](http://www.csueu.org/live) and can be played anytime.

Combining the E-March and Job Merging workshop website hits make the two pages be the 6<sup>th</sup> most visited on the entire website.

Going forward, Organizing Committee members will be assigned to other committees as liaisons.

Assignments so far:

Communications	Mike Geck
Legislative	Chuck Constantine
Finance	Linda Nunez
Executive Officer and Representation	Ronnie L. Grant
Classification	Roma Wallace
Policy File	Janet Gonzales

<b>RANK of Pageviews</b>	<b>Page Title</b>	<b>Pageviews</b>	<b>Unique</b>
1	CSUEU > Home	39,500	29,594
2	CSUEU > Bargaining > Contract	14,871	9,661
3	CSUEU > Photos	4,908	781
4	CSUEU > Home > Budget Central	4,072	2,780
5	CSUEU > Search Results	2,514	1,759
	<b>E-March + Job Merging workshop combined</b>	<b>2,301</b>	<b>1,983</b>
6	CSUEU > Library	1,778	1,531
7	CSUEU Calendar	1,629	1,201
8	CSUEU > Home > Budget Central > Furloughs FAQ	1,494	1,358
9	Contact	1,335	949
<b>10</b>	<b>CSUEU &gt; [...] &gt; Electronic March on the Governor</b>	<b>1,247</b>	<b>1,097</b>
11	CSUEU - CSUEU Responds to Lay-off Notices	1,203	1,039
12	CSUEU > Bargaining	1,177	897
13	CSUEU > Contact Us > Directory All by Last Name	1,155	276
14	CSUEU - Budget FAQ	1,132	986
<b>15</b>	<b>CSUEU &gt; Home &gt; Committees &gt; Organizing &gt; Live Online Events</b>	<b>1,054</b>	<b>886</b>
16	CSUEU - CSUEU E-News: March 11, 2010	1,044	788
17	CSUEU - CSUEU E-News: October 29, 2009	1,014	905
18	CSUEU - CSUEU E-News: February 25, 2010	960	768
19	CSUEU - Bargaining Update: November 6, 2009	959	815

<b>RANK of Pageviews</b>	<b>Page Title</b>	<b>Pageviews</b>	<b>Unique</b>
20	CSUEU > Contact Us > CSUEU Staff	949	759
21	CSUEU - CSUEU E-News: October 1, 2009	854	719
22	CSUEU - Bargaining Update: November 5, 2009	841	743
23	CSUEU - CSUEU E-News: January 28, 2010	831	709
24	CSUEU - Budget FAQ 2010	808	716
25	CSUEU - CSUEU E-News: December 10, 2009	788	641

**CSUEUBOD 71/1/10**

**MOTION:** Ronnie Grant second by Nancy Kobata - that the CSUEU BOD accepts the Organizing Report as presented.

**PASSED**

## **7. Legislative Committee:**

Members: Natalia Bremer, Andrew Coile, Diana Askea, Diane Balli, Mick Bowlin, Frank Borrelli, John Burdett, Kim Harrington, Wayne Wallace, Sherrie Golden, staff assigned.

The committee gathered in late December for a strategy workshop to map out the course of the year and the internal goals of how to lead a political program where membership could effectively engage themselves in advocacy efforts that affect them in the workplace, to vote for their own best interest, and externally represent ourselves as dedicated and committed staff members, and not greedy public servants.

In response to the harsh budget cuts, the Legislative Committee strongly recommended and produced a resolution for the Board to approve that CSUEU participate with the local March 4<sup>th</sup> activities that successfully took place across the state and nationwide. In addition, many individuals have shared their concerns about the impending threats to our pension system. In response the committee members recommended that the Californians for Healthcare and Retirement Security (CHCRS) be allowed to present their workshop to the entire BOD and the attending membership at this Board of Director's meeting. CHCRS provided valuable talking points to combat the negative misconceptions of our retirement system. In essence these activities have thus far met our goals as we move forward.

## **Why is CSU Important to my Community Mayoral Campaign**

In an effort to increase our efficacy and identity, the committee has come up with the Mayoral advocacy campaign. The committee recommended that a letter come from the President and the Statewide Legislative Chair and be delivered to Mayors of cities (to be later identified) requesting an appointment for an opportunity to video their response to an important question. *Why is CSU important to your Community?* In addition the committee further recommended the Chapter President of that campus personally deliver those letters to the Mayor's office.

## **Lobby Day 2010**

Lobby Day will take place Monday-Tuesday, April 26 — 27, 2010 at the Citizen Hotel. Please note that the CSU/UC/Community College Administrators will be holding their Joint Lobby Day on the same day as ours, Tuesday, April 27, 2010. The committee has already recommended Sherrie Golden and Chris Miller to begin setting up appointments with all Assembly and Senate Higher Education Committee members, the Joint Legislative Master Plan Hearing Committee members, and Legislators with CSU campuses located in their district. The subject for our meeting is *Higher Education and the CSU are the key to California's economic recovery, workforce development and future prosperity*. The Committee further recommends that the Chapter Presidents identify any additional/adjoining Legislators they wish to visit. The Legislative Committee is willing to provide guidance to any Board member who may need assistance.

The Legislative Committee recommends that the Board fund the following individuals to attend Lobby Day: the 4 Statewide Officers, the 24 Chapter Presidents, and the Legislative Committee. The committee further recommends that the Chapters, where feasible, fund one additional person to attend out of chapter funds and release time. It is anticipated that the attendees will travel in the morning of Monday, April 26, 2010 and return Tuesday evening, April 27, 2010 after 6 pm.

The training for our lobby day will begin at Noon, on Monday, April 26, 2010 with a guest speaker and training till 5 pm. A reception will immediately follow from 5 pm to 7 pm. We recommend that attendees arrive in business/professional attire. The anticipated schedule for Tuesday, April 27, 2010 will begin at 9 a.m. with a photo-op at the steps of the Capitol. Steve Sloan has graciously accepted the role of primary photographer for our Lobby day. Appointments will be set between 10 am —4 pm. In addition the legislative committee has recommended that the 4 Statewide Officers please wear the orange prison jumpsuits for our Lobby day photo at the steps of Capitol. We have requested posters to be made with CSUEU in bars with tagline, "we support classmates, not inmates".

The committee is still working on possible talking points such as:

- The CSU has taken huge funding reductions in the enacted budget, restricting student access and forcing a wide range of non-sustainable steps.
- Current enrollment levels cannot be sustained at current (2009-10) funding level.
- Governor's proposed budget restores student access and restores jobs.

Dayna will be sending out registration details following the BOD, we recommend participants register as soon as possible.

**AB 656 (Torrico) State Board of Equalization: annual report: oil and gas severance tax revenue estimates** The legislative committee recommends supporting the bill. *This bill would establish the California Higher Education Endowment Corporation (CHEEC).* Basically funnels money into a non-general fund account, similar to an endowment account for use by faculty and students.

**AB 1171 (Block) Sales, use and corporation taxes**

The legislative committee recommends supporting this bill. This bill would provide a partial exemption from those taxes, on and after July 1, 2011 and before January 1, 2015 for the sale of, and the storage, use, or other consumption of, textbooks and supplies, as defined, purchased by a student enrolled in an institution of higher education.

**AB 1691 (Ammiano) Trustees of the California State University and Regents of the University of California; meetings**

The legislative committee recommends supporting this bill. This bill would authorize each ex officio trustee, except the Chancellor of the CSU, to designate a person, as prescribed, to attend a meeting or meetings of the trustees in his or her absence. *This bill would prohibit the designated person from having the power to vote on behalf of the ex officio trustee, being counted for purposes of establishing a quorum, and attending closed sessions of the board.* This bill would prohibit an ex officio trustee from designating more than one person to attend meetings of the trustees in any calendar year.

**AB 1895 (Ruskin) Postsecondary education: Donahoe Higher Education Act**

The legislative committee recommends a watch position. This bill would make technical, nonsubstantive changes to those expressions of legislative intent relative to attaining the goals of the Master Plan for Higher Education. (Cleaning up the language of the bill).

**AB 1971 (Lowenthal) CSU and UC: alumni disclosure**

The legislative committee recommends a support position. This bill would support the privacy of the alumni database.

**AB 2047 (Hernandez) Public postsecondary education: admission policies**

The legislative committee recommends a watch position. The bill would require the trustees ... to report in writing, to the Legislature and the Governor by November 1, 2012, on the implementation of the provisions of the bill ... would require reports to include information relative to the number of students admitted, disaggregated by race, gender, ethnicity, national origin, and household income, and compared to the prior 2 years of admissions.

**SB 217 (Yee and Romero) Public postsecondary education: executive compensation**

The legislative committee recommends a support position. This bill would prohibit the trustees from increasing the monetary compensation, as defined, of, or approving monetary bonus for, any executive officer, of the CSU in any fiscal year in which the General Fund appropriation to the CSU in the annual Budget Act is less than, or equal to the General Fund appropriation to the *university* in the annual Budget Act for the immediately preceding fiscal year.

**SB 330 (Yee) Public records: state agency: auxiliary organization**

The legislative committee recommends a support position. This bill would require public agencies (foundations) to make their records available for public inspection except those records that are exempt from disclosure such as donors who requested anonymity.

**SB 650 (Yee) Disclosure of improper governmental activities: state colleges and universities: damages**

The legislative committee recommends a support position.

**SB 835 (Strickland) Government reorganization: realignment or closure**

The legislative committee recommends a watch position. CSU is mentioned in the definition under "state agency".

**SB 912 (Ashburn) Public postsecondary education: transfer students**

The legislative committee strongly recommends a support position. This bill would express the intent of the Legislature to enact legislation to incorporate the recommendations of the Community College Transfer Task Force for improving the transfer process between the segments of public postsecondary education. (Targeted a CSU to develop a cohesive plan/process for student to transfer from a community college to CSU).

**SB 917 (Denham) Public postsecondary education: mandatory systemwide fee: student Protection Act**

The legislative committee recommends a watch position. The committee was torn on how to take a position on this bill. It would be prudent to force CSU to request enough funding from the legislature and Governor, so that exorbitant fees were no longer passed on to the student to maintain a quality education. It was discussed that many members are supporting more than one child attending CSU, however, if CSU continues to be under funded and unable to raise fees accordingly, it would mean that CSU would be forced to cut additional operating expenses. First and foremost members of the committee felt it was part of our mandate as union leadership to protect union jobs.

**SB 969 (Florez) Public postsecondary education: California College and University Stabilization Act of 2010.** The legislative committee recommends a watch position. This bill would limit the student fee increases.

**SB 1046 (Cogdill) Government tort claims: California State University**

The legislative committee recommends an oppose position. The bill would authorize the trustees to adjust and pay any claim arising out of the activities of the CSU, and would make other conforming changes. This is an emancipation bill, which would allow less supervision over CSU.

There are additional bills that the legislative committee needs to review before forwarding its recommendations to the CSUEU Board for approval.

**June 8, 2010 Statewide Direct Primary Election**

The legislative committee has begun to review the list of propositions and candidates. March 12, 2010 was the deadline to declare candidacy for the November 2, 2010 General Elections. As a result the committee is still waiting for polling data and information to determine candidates that would best represent the interests of CSUEU. In the meantime the committee has put together a questionnaire that will be sent to candidates in districts of interest. The sample list of questions is as follows: Who is CSUEU? What is your position on Higher Education? What is your position on Executive Compensation? What is your position on labor issues and collective bargaining? What is the value of Higher Education, specifically CSU and how would you envision supporting it? Why do you want a CSUEU endorsement? Please feel free to forward any additional questions you may have to [shamtiza@lu.net](mailto:shamtiza@lu.net).

The last day to register to vote for the June Primary is May 24, 2010. The last day to request and absentee ballot is June 1, 2010.

**CSUEUBOD 72/1/10**

**MOTION:** Joseph Dobzynski second by Chuck Constantine - that the CSUEU BOD accepts the Legislative Report as presented.

**PASSED**

## **Chapter Reports:**

**Chapter 301 – Humboldt:** No written report submitted.

**Chapter 302 – Chico:** No written report submitted.

**Chapter 303 – Sacramento:** All, this has been a long and difficult year and it's not over yet. I want to express my sincerest appreciation to our staff. Your professionalism, dedication to service, and support for the University mission is admirable. I am particularly impressed by the empathy you have demonstrated to our students who have suffered a 30% fee increase, ever-shrinking course offerings and the uneven access to services during the furlough period.

**Acknowledgements...**I am equally in awe of our resilience and determination to serve... I would like to take a moment to acknowledge CSUEU employees in: the academic departments, custodial services, and payroll services. While we have all faced workload challenges during this furlough period, these employees have experienced extraordinary workload fluctuations caused primarily by management indecision and changes in processes/procedures.

To the **Academic Department coordinators** – the students have benefitted from your building and rebuilding the Fall 2009 and Spring 2010 schedules, and facilitating their access to the classes.

To our **Custodial Services staff** – their reduced staffing and furlough scheduling has resulted in workload increases of amazing proportions (150%), and yet there is a pride and purpose in the services they provide us and to the campus community.

To **Payroll Services** – you are the folks who have to ultimately manage the mistakes made in the furlough implementation, and any personnel changes – non reappointment, retirement, reassignment, etc. You continue to ensure we are paid, and all your efforts are valued by the entire Sacramento State workforce. If you didn't know, the Payroll Services is responsible for paying all Sacramento State administrators, faculty, staff and student assistants.

**Awareness...**It is about three months away, but June 30, 2010 is a very important date. The date will represent, for us, the good, the bad, and the ugly. On June 30 we will celebrate the end of furloughs; staff performance evaluations are due; and the effective date of lay-offs, **IF** the campus elects to resolve its budget crisis with personnel cuts.

All of the above are sure to raise stress levels for different reasons. The most difficult stressors remain the uncertainty and lack of information. We are still waiting for management to answer the all-important question – **Is Sacramento State going into lay-off?** Nothing definitive to report, only a lot of hand wringing or terse comments/responses... **Note: if the campus declares lay-off it will be a first in its 60+ year history. Not a milestone to be proud of...** So in a continued effort to keep you apprised of what we know, what we need to know, what's happening now and what you can do... **What We Know...** The Vice Presidents have submitted their 2010/11 program center budgets to the President – the budgets were due March 17, 2010.

The University, according President Gonzalez, must cut \$26 million dollars from its base. The program centers' budgets must include scenarios reflecting 6, 12 and 18% cuts to the program center base.

President Gonzalez and the University Budget Advisory Committee, independent of each other, begin to review, request information and engage in deliberations about the budget. UBAC will submit recommendations to the President, prior to the submission of the Final campus budget to the Chancellor's Office.

The University's final budget is due to the Chancellor's Office sometime mid/late – April 2010.

**What We Need to Know...** The final budget numbers submitted to the President will include reductions in personnel. Knowing where the personnel cuts are proposed provides greater opportunities for mitigation. It should be noted that most units/departments will be unable to sustain a 12% without cutting personnel.

What is/are the proposed redesign of department service models; and redistribution of responsibilities/work and workload.

Seniority Points – pending... Yes they have been pending since late October 2009, however Human Resources representatives assured us during our March 11 Labor Management Council, that we should/would have the requested seniority points list(s) by the end of this week – March 26.

**What's Happening Now...** Since July 2009 we have seen acceleration in workforce reductions through non-reappointment of temporary staff and retirements. These reductions coupled with management's unwillingness or inability to address the workload of the missing employees, has further reduced productivity.

The workforce reduction has resulted in the reassignment of duties and responsibilities to remaining staff, without updated job descriptions, prioritization of required duties, all with no compensation.

Furloughs and the significant increase in workload has been a morale killer. Our staff has expressed being overwhelmed by the inability to just keep up, let alone, catch up.

We have been advised that employees are continuing to be pressured by management to retire, when the employee has not indicated an interest to do so. Some of these conversations are perilously close to age discrimination.

**What You Can Do...**Please ensure that your **job** description is accurate and up-to-date. Many will be surprised to find that some duties you are performing are **not** in your **job** description (JD). That is important – because you can only be evaluated on what is in your JD. The review also gives you a chance to check to make sure you are not working out of class.

Pay attention to any changes in the scope of responsibilities for you or your unit. How many duties are being decentralized and pushed down the organizational chart or across program centers.

Join the Union and become active in our goals to save positions and exercise whatever influence we can muster with our local representatives in the Legislature to appropriately fund the CSU.

**Are you interested in helping out on Lobby Day (April 27)?** Please let us know.

Finally, I thank you for taking the time to read this lengthy e-mail. And as always, your questions, concerns and candid comments are encouraged and welcome.

Peace, Kim

Kim Harrington, President Chapter 303 – the Capitol Chapter California State University Employees Union California State University, Sacramento

**Chapter 304 – Sonoma:** No written report submitted.

**Chapter 305 – San Francisco:** No written report submitted.

**Chapter 306 – East Bay:** No written report submitted.

**Chapter 307 – San Jose:** No written report submitted.

**Chapter 308 – Stanislaus:** Things at our Chapter continue to be very busy but productive. In relation to these very tough times, our members have spoken. We have created a special committee to the President called CORE. This group consists of over 75 staff activists who attend all meetings on campus to gather information, come together as a loud group at quick notice and create a voice for staff. In the past Faculty via governance spoke for staff. The result: major staff cuts and no faculty cuts. Now Staff wants to speak for themselves. Ronnie Grant came to our campus many times to help us develop this new venture in regards to the policy file, bylaws and developing a strategic plan. This is a very exciting new adventure for our chapter, a first in the system. As you all know when you start something new, it takes a lot of talking and meeting to make sure people understand what we want to accomplish. I will continue to update the Board as this plays out.

We have over 36 trained stewards on campus in Turlock, Stockton satellite campus and ESRP grant in Fresno. We have 275 members.

We have one grievance coming to the arbitration stage in regards to custodians doing laborer duties. Phil Coonley, Mike Chavez and Phil Rojas are dealing with that. Dawn McCulley has filed grievances in regards to job merging, hiring from the outside vs. inside, and 4 year temporary to permanent status. Mike Carrillo has recruited 5 new hired employees.

We continue to see many changes on our campus as administrators struggle to come up with ways to cut workers and keep themselves employed. We have a new interim HR Director and continue building a working relationship with him. Many VP's have come and gone. That creates the huge challenge of dealing with the crazy ideas they come up with.

Richard Barnes, CSU Labor Relations head meets with our Chapter leadership on Tuesday at 10:00am. That will be a very interesting meeting. Our President will be attending along with senior management. We have asked for a reason for the meeting and we have not received a response. I will call him on Monday.

In response to our University President announcing that the order of lay-off will be Faculty, MPP, and if any staff, the Faculty has given a no confidence vote to him. This created a very adversarial relationship on campus. The CORE went on record supporting any person or group that supports staff. The fallout from this was some academic staff wanting to remove me as President; I received death threats via the mail, and vandalism to my vehicle. What we learned from this is many staff that work in academics think as faculty, many staff that work in administration think as management and staff that attend school think as students. We continue to educate our members that we are workers, nothing more nothing less. We are the reason things get done on campus. We continue to move forward, work hard and support each other.

**Chapter 309 – Fresno:** No written report submitted.

**Chapter 310 – Bakersfield:** No written report submitted.

**Chapter 311 – Los Angeles:** No written report submitted.

**Chapter 312 – Northridge:** No written report submitted.

**Chapter 313 – Chancellor's Office:** No written report submitted.

**Chapter 314 – Dominguez Hills:** No written report submitted.

**Chapter 315 – Long Beach:** We held our holiday Chapter meeting on December 16th, and we had nearly 200 attendees. We had a free raffle, gave away \$9,895 worth of donated gifts. Every member who attended the meeting, received a gift. President Alexander dropped in to wish the staff a happy holiday, and expressed how he appreciated their valuable contributions to the campus's educational mission. After he left, Gerry Daley, our LRR, answered questions regarding potential layoffs in 2010. Despite the looming threat of layoffs, and ending the furlough program on June 30th, it was a positive, informative, and successful meeting. We also started collecting commitment cards for volunteers to help with future action events in the works for 2010.

Chapter 315, CSU Long Beach, also reinstituted the Southern Regional meeting on February 13th. There were 60 attendees at the meeting, which included Chapter Presidents and their Executive Boards from Chapter 303, Sacramento; Chapter 320, San Bernardino; Chapter 312, Northridge; Chapter 314, Dominguez Hills; Chapter 311, Los Angeles; Chapter 321, San Marcos; Chapter 324, Channel Islands; Chapter 317, Fullerton; Chapter 316, CalPoly San Luis Obispo; Chapter 319, Cal Poly Pomona; Chapter 310, Bakersfield, members from the Bargaining Team, BUC5 Sharon Cunningham; and BUC9 Rich McGhee; statewide leadership, Pat Gantt, Ronnie Grant, and Russell Kilday-Hicks, and LLRS, Brian Young, Brenda Brown, and our keynote speaker, Gerry Daley, were present.

Gerry Daley gave an outstanding presentation on methods and strategies to mobilize, organize, and to help Chapter leaders develop effective action plans that step up the pressure on the CSU.

Following the successful Southern Regional meeting, our Chapter implemented a Steering Committee to develop actions that Gerry described in the training. We conducted an aggressive petition campaign demanding the President of the campus to pledge to No Layoffs, and meet with the Union leadership by May 3rd. The petition was circulated during the March 4<sup>th</sup> Rally for Education, and nearly 800 signatures from staff, students and faculty were collected.

At our Chapter meeting, we invited attendees to join the Chapter leadership to come with us to hand deliver the petition to President Alexander. A group of 40 members marched with us, carrying signs, to deliver the petition. We were met by Mary Stephens, the VP of Finance, who promised to personally deliver the petition for us, and arrange a meeting with our full Executive Board by May.

We are planning a rally on April 22nd under the President's Office, and with a blowhorn we'll chant, "Who are we?" WE ARE THE STAFF!, "Who do we serve?" THE STUDENTS, and

"What do we want?" NO LAYOFFS! NO FURLOUGHS! NO PAYCUTS! We expect a large turnout from the commitment cards signed at our last Chapter meeting.

We also won an Equal Pay for Equal Work grievance, which granted a female employee \$65,444 which is 11.6% pay increase to match the newly hired male's pay for performing the same work which she has performed for more than 5 years.

**Chapter 316 – SLO:** No written report submitted.

**Chapter 317 – Fullerton:** No written report submitted.

**Chapter 318 – San Diego:** No written report submitted.

**Chapter 319 – Pomona:** No written report submitted.

**Chapter 320 – San Bernardino:** No written report submitted.

**Chapter 321 – San Marcos:** No written report submitted.

**Chapter 322 Monterey Bay:** On the whole, our chapter is doing well. Our campus has announced that, short of extreme changes in the budget as it will be passed by the Legislature, we will NOT be having lay-offs, and the Furlough program will end on June 30<sup>th</sup>. They've managed this by not filling positions vacated by attrition, which causes it's own set of workload issues for our members.

Our March 4<sup>th</sup> efforts went well, with members from our Chapter providing a lot of the "adult supervision" and logistics support for the student-led efforts on campus, and appearing at and speaking at Colton Hall, site of California's first Public School. Three of our members were the lead on the Five O'clock News, showing the "Stop the Cuts" banner before panning over to the reporter. Overall Chapter participation was disappointingly low, and the reason unknown – it certainly wasn't lack of publicity.

We continue to have Stewards Councils, E-Board, and Chapter meetings. With the threat of lay-offs gone, and confusion over a new email/calendaring system, attendance at our Chapter meetings has declined, and we'll be trying to reverse that with more informative programs at Chapter meetings.

**Chapter 323 – Maritime Academy:** Chapter 323 has been very busy since November 2009.

In December 2009 we hosted a Chapter Holiday Party for faculty Staff and the Three Unions on campus. As a result we have enhanced our ties between faculty and staff.

We continue to increase our relations across campus, In January 2010, we held our Union Coalition Meeting and discussed potential lay-off actions that may be pending across the CSU. Our HR introduced possible voluntary programs used to mitigate possible lay-off s on Campus. When this was introduced Mick Bowlin and I advocated that unless we were introducing lay-offs that any talk of voluntary Programs must cease. These programs were removed from the discussion. We have also joined with Faculty to form a Diversity Council. The first meeting was the 22 of March

We have filed a grievance for our custodians under health and Safety. As a result, we are at level two in the Grievance process, and we have trimmed the time they are actually cleaning their assigned buildings beyond the 10 percent reduction they are actually supposed to by the furlough requirements.

We would like to thank Staff for proving our Chapter Stewards training opportunities. Through this we have trained three new stewards and have a full set of officers Chapter 323 spearheaded the 4 March Stop the Cuts Rally on our campus and hosted over two hundred students, faculty and staff on our campus. One of our speakers was our provost Dr Jerry Jackabowski, who talked about how important Staff is in the education process of the students on our campus. At 1130, every rank and file walked out of there office to come to the Rally. Hence there was no one in an office to provide Customer service to anyone coming to do business .between 1130 and 1230 hours.

We now have a new LRR Jennifer Adams assigned to our campus and we have already held our first chapter meeting with her on board. We will be hosting a night shift dinner at Public Safety on 30 April.

Submitted by

Charles E Constantine  
President, Chapter 323 CSUEU

**Chapter 324 – Channel Islands:** No written report submitted.

## 8. BUC 2:

**Present:** Tessy Reese/Chair, Pam Robertson/Vice-Chair, at large Kathi Cole, Lisa Bush, Vicki Baingul, Lori Williams, Corina Carpiet

**Visitors:** Phillip Coonley/Chief of Staff, Pat Gantt/President CSUEU, Susan Henry/VP San Diego, Pat Clanton/ Unit 2 Rep. Stanislaus, Jo-Ann Dapiran representing Sonoma State, Shirley Staton representing Fresno State

### Old Business:

- **Newsletter ideas**

We will meet with Annel Martin to discuss Health Center news.

- **Unit 2 new classifications updates**

LVN II, Phlebotomist, Health Information Technician and Ortho Technician classifications standards have been completed. Teven is working on final correction language of LVN II regarding IV fluids vs. medication. We will survey health centers to inquire which LVNs are IV certified and it was suggested that we ask those LVNs that are not certified if they would be interested in training.

- **Nurse line or flu-line any need to follow up on this?**

SLO, MA does follow up, San Diego RN's do follow up. Average 5-7 per day after hours \$20.00 per call.

### New Business:

1. **Recruiting reps for remaining campuses in need of Unit 2 reps/how do we want to divide up to visit those campuses and communicate with them.**

San Marcos/Tessy, California Maritime Academy/Pam, Fresno/Shirley, Northridge/Lisa, Monterey/Lori.

2. **How or if the budget issues affecting your health centers/i.e. Job recruitment's**

San Luis Obispo is hiring, San Diego is doing non-reappointment of temporary employees, 4 recently, more expected for the June 30, 2010 deadline.

3. **Any “talk” of unit 2 lay-offs?**

No talk of “lay-offs” but some discussion of time reduction, both voluntary and involuntary.

**4. Phlebotomists**

It was brought to our attention that there are still Certified Phlebotomists in In-Lieu positions that have not been reclassified to the new Phlebotomist classification. We will ask the assigned Labor Relations Representative to assist with this issue.(San Francisco)

**5. Northridge Unit 2 Luncheon**

Claudia Garcia has invited us to attend their annual Unit 2 Luncheon. Lisa will attend and use this opportunity to recruit Unit Rep position.

**6. Medical Biller**

Position was discussed at length. Several in-lieu positions are being used including student assistants. We will look into this further and have discussion with Teven to get discussion moving with chancellors office on this, will also talk with classification committee regarding this work!!!

**7. Lay-offs**

Pat Gantt discussed the lay-off process by demonstrating the bumping process and emphasized the importance of agreement of how to get on and off voluntary programs.

**8. Family PACT**

Discussion regarding the challenges of enrollment process and proper coding.

**9. Furlough**

Reconciliation of furlough reimbursement is still being discussed/processed at various health centers.

**8. BUC 5:**

Members: Sharon Cunningham, Chair; Richard Berry, Vice Chair; Jerry Saner; Frank Williams, Kenneth Coleman; Frank Fernandez; Dan Williams; Michael Chavez;

Guests: Pat Gantt (President); Bernardo Ng; Russell Richard Perry; Richard Duarte; Stephen Tillinghast; Sandee Noda; Rosa Valencia; Christina Valero; Nancy Kobata; Chuck Constantine; Lois Kugelmass (Staff)

Sharon Cunningham called the meeting to order. Members and guests introduced themselves. Sharon noted that especially with lay-offs, council members-at -large need to be active and be ready to fill in for the Chair and Vice Chair. She announced bargaining team training by the San Francisco City College Labor Studies department on May 14<sup>th</sup> and 15<sup>th</sup> in Sacramento. Members who want to attend the training should let Sharon know by the end of the Board meeting if possible.

President Pat Gantt explained that the CSU is doing large scale lay-offs at Humboldt and East Bay, but Humboldt is improperly giving lay-off notices to high seniority employees. The Union is fighting to rescind the Humboldt notices. Pat did an exercise of "volunteers" demonstrating the use of seniority points and bumping.

Sharon brainstormed alternatives to the lay-off of a chauffeur In East Bay who has worked ten years in the classification of a heavy equipment operator and now has nowhere to bump. It is an example of how job merging and misclassification can come back to haunt the employee.

At SF State, management appears to be backing down on their commitment to give classes and translate materials for custodians who have limited English proficiency. Also at SF State, groundskeepers are spraying pesticides. There is great potential liability for the university and the council talked about health and safety and OSHA appeals. SF has now opened three custodian positions after laying off their temporaries; they union is arguing that the temporaries should be called back. Nancy Kubota reported at Fresno that the Union convinced the University to hire ten new custodians instead of contracting out the work for the new library.

Rick Berry was threatened by his supervisor for refusing overtime. Under Article 19.7, management must ask for volunteers before they order mandatory overtime. At Fullerton, management actually passes around a written list soliciting volunteers.

Maritime achieved a reduction in workload when they filed a grievance regarding the health and safety consequences of furlough days. SLO increased their overtime budget when Unit 5 protested workload.

Michael Chavez stated that Unit 5 workers need to know their Weingarten rights and need to know that they do not have to perform a dangerous job.

The Council discussed what it meant for custodians to "check" fire extinguisher; it should only be a visual inspection. Sharon said she would distribute the Labor Management Custodial Study and the laborer/custodian classification study as soon as possible. The meeting adjourned at 10 AM.

## **9. BUC 7:**

Council Members Present: Michael Brandt (Chair); Linda Nunez; Rocky Sanchez; John Orr; Dawn McCulley.

Guests: Melissa Trujillo; Margie Hatle; M. Feliz Crandell; Jennifer O'Neal-Watts; Toni Kukreja; Michael Carrillo; Joan Kennedy Claudia Garcia; Melissa; Vivian Mendoza; Joseph Small; Peggy Allen; Jerry Saner; Martinique Baker; Shirley L. Staton; Sherry Velthuisen

Chair Michael Brandt welcomed members and guests. George Ball and Gilbert Villareal were unable to attend and were excused by the Chair.

Michael Brandt reported about the three current lay-offs:

Chancellor's Office: There is one employee. There has been one meeting but the CO has still not placed that employee, who is qualified for 4 open positions and has excellent evaluations. Her work appears to have been given to two MPPs.

East Bay: There were 86 notices at East Bay. Almost half are reassignments because the positions have been reduced to 10/12 or 11/12 positions. We had one meeting; the next one is April 6, 2010. Chapter officers and members are doing an outstanding job.

Humboldt: There were 54 lay-off notices issued to 50 people. We have asked the CSU to rescind them all, because the process is wrong: it targeted more senior employees with mandatory time base lay-offs in an obvious attempt to avoid bumping. If the grievance filed on this goes to arbitration, they might all have to be recalled with back pay. A grievance meeting is scheduled on Tuesday and bargaining is scheduled April 14 — 15<sup>th</sup>.

SJSU is waiting for lay-off notices.

Michael Brandt explained the process for bargaining and who serves on a lay-off bargaining team, which includes the chapter president, chief steward, the representatives from the affected units and statewide unit representatives and officers.

CSULA is developing forms to make sure that people claim their right to bump and their right to be on the reemployment list.

2 times or more per month. There will be 5.11 A leave and expenses. Take into consideration how well you can work out conflict with your boss. There will be training for the bargaining team in May, and Michael Brandt asked for those interested members-at large to volunteer.

There were reports on the regional meetings. At the Southern meeting, it was good for members to see how the union works and see it is not a secret society. There was much lay-off training. The Long Beach chapter marched a petition (over 800 names so far) to the president's office. The President is now going to meet with us.

The Northern regional meeting was also a success, drawing some members who had not previously been active.

The 3/12 "Dispatcher" Settlement is a major union victory and will give our members over \$38,000 in back pay for unpaid overtime on each week they worked over forty hours (44 hour weeks) between June 1, 2007 through June 9, 2009. Each chapter should check to make sure this is being processed and that our members give us credit for this victory. Call Michael Brandt and HQ staff Lois Kugelmass for any questions.

President Pat Gantt did a lay-off and seniority point demonstration. He discussed reassignment, bumping and red-circle rates and the misuse of the specialized skills exemption. He said we usually propose LMCs to track the reemployment list. To assist laid off workers, there is Article 24 contract language on the job clearing house we can negotiate additional access to the fee waiver program. As part of mitigation, Humboldt has granted a fee waiver to the spouse of a laid off worker.

Claudia Garcia reported about a power of attorney form/procedure from CalPERS. It could help a person who had a stroke and could not access their funds. Russell Kilday-Hicks recommended that she write an article for *The University Employee*.

Russell Kilday-Hicks, the Vice President of Representation, stated how important to the union structure are the bargaining unit councils, and he pledged to support their role and efforts.

The meeting was adjourned, and the Chair thanked the members and guests for their attendance and participation.

## **10. BUC 9:**

### **Student Assistants**

The Classification and Qualification Standards (CQS) document for Student Assistants describes Student Assistants as working under "immediate supervision." The contract permits Student Assistants to do bargaining unit work, but only under immediate supervision. This is an enforcement issue, and we should be filing on cases where Student Assistants are not working under immediate supervision.

### **Library Services Specialist (LSS) Classification Implementation**

Negotiations for the LSS classification are in abeyance until 2011, when we hope the budget picture will have improved enough to support the implementation of the more-demanding classification.

### **Furloughs**

In February, I asked chapter Bargaining Unit Representatives (BURs) for updates and feedback on furlough implementation. I'd like to thank the BURs who sent out the survey information to Unit 9 employees on their campuses, and who responded to me directly. Having this information was extremely helpful at the statewide Furlough Labor Management Committee (LMC). The responses indicate that some chapters either don't have active Furlough LMCs, or are crippling themselves by excluding the people elected to represent the bargaining units – the BURs. BURs should be on chapter Furlough LMCs. Please continue to file grievances on violations of the furlough agreement, including workload problems (since no workload complaint procedure was ever worked out), and increased student assistant hours.

**Lay-offs**

So far this year we've been noticed on Unit 9 lay-offs at 2 campuses: 31 at East Bay, and 27 at Humboldt. We expect lay-offs at additional campuses. For comparison, in the 2003-2004 lay-offs (the last large round of lay-offs in our bargaining units), we had:

Total initial lay-offs: 139

Total after bargaining: 106

Total Unit 9 initial lay-offs: 60

Total Unit 9 lay-offs after bargaining: 51

Vice Chair Alisandra Brewer and I spent 2 days at East Bay interviewing employees, examining the information so far provided, and working with the chapter to prepare for bargaining. We bargained there in March, and return in April. The March bargaining was primarily about the implementation of the voluntary reduced worktime program provision in the contract – the campus is attempting to impose additional constraints on the program, which are not provided for in the contract.

We've scheduled bargaining at Humboldt in April. A few reminders:

- Notice must be to headquarters
- Notice cannot be to a chapter
- Lay-off end runs – such as time-base reductions – are still lay-offs
- Headquarters must be noticed on these
- Article 24 must be followed
- Lay-offs cannot be negotiated directly with the chapter/LRR
- Non-renewal of temporary employees is not a lay-off
- Contact me if you hear campus manager talking about lay-offs

Lay-off bargaining, especially for large numbers of employees, becomes complicated and time consuming.

Two things we focus on are:

1. Verifying that the contract is being followed. This includes the order of lay-off, laying off probationary and temporary employees before permanent employees in the same classification, seniority points, exemptions, etc.
2. Getting the best result we can for employees whose lay-off can't be avoided.

**Email Outsourcing**

A Meet and Confer on the outsourcing of campus email is tentatively scheduled for April.

**Check Campus Job Postings**

Campuses continue to post jobs under lower classifications than the duties and requirements justify. Please keep monitoring your campus job postings, and file as necessary.

**CSUEUBOD 73/1/10**

**MOTION:** Ronnie Grant second by Alisandra Brewer - that the CSUEU BOD accepts the BUC 2, 5, 7 & 9 reports as presented en toto.

**PASSED**

**ODDS AND ENDS:****CSUEUBOD 74/1/10**

**MOTION:** Ray Finnell second by Ronnie Grant to adjourn the meeting.

**PASSED**

Meeting was adjourned at 2:55 p.m. on Sunday – March 28, 2010

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