



❖ M I N U T E S ❖
5th CSUEU Board Meeting of 2013
June 29-30, 2013

CALL TO ORDER:

The 5th CSUEU Board meeting of 2013 was called to order by President Pat Gantt in the Fresno/El Dorado/Diablo room of the Holiday Inn Capitol Plaza in Sacramento at 1:42 p.m. on Saturday, June 29, 2013.

PLEDGE OF ALLEGIANCE:

Alisandra Brewer Vice President for Representation 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 | Mike Geek , Excused/Absent | Alisandra Brewer, VP Representation |
| Loretta Sevaetasi, VP Finance | Tessy Reese, BUC 2 Chair | Pam Robertson, BUC 2 Vice Chair |
| Sharon Cunningham, BUC 5 Chair | Mike Chavez, BUC 5 Vice Chair | John Orr, BUC 7 Chair |
| Rocky Sanchez, BUC 7 Vice Chair | Rich McGee, BUC 9 Chair | Susan Smith, BUC 9 Vice Chair |
| Steve Mottaz, President 301 | Mario Mena, President 302 | Neysa Bush, Representing 303 |
| Leeanne Bowes, President 304 | Sandee Noda, President 305 | Diego Campos, President 306 |
| Steve Sloan, Representing 307 | Neil Jacklin, President 308 | Nancy Kobata, President 309 |
| Ray Finnell, President 310 | Gilbert Garcia, President 311 | Hai-Ling Tang, President 312 |
| Peggy Allen, President 313 | Cynthia Jones-Hunter, President 314 | Janine Licausi, President 315 |
| Joan Kennedy, President 316 | Jacqueline Otis, President 317 | Absent – Chapter 318 |
| Deborah Campbell, President 319 | Dee Bowen, President 320 | Pete Rauch, President 321 |
| Cyndi Olvera, President 322 | Chuck Constantine, President 323 | Robert Ingis, President 324 |

OPENING REMARKS, ANNOUNCEMENTS AND INTRODUCTIONS:

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

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

Chapter 301: No others in attendance
Chapter 302: Pat Gantt, Diana Askea, Kevin Harper
Chapter 303: Pam Robertson
Chapter 304: Alisandra Brewer, Michael Hazen
Chapter 305: Russell Kilday-Hicks, Loretta Sevaaetasi
Chapter 306: No others in attendance
Chapter 307: No others in attendance
Chapter 308: Mike Chavez
Chapter 309: No others in attendance
Chapter 310: Kathryn Plunkett, Christine Shiery
Chapter 311: Kenneth Castillo
Chapter 312: Guadalupe Gamboa
Chapter 313: No others in attendance
Chapter 314: No others in attendance
Chapter 315: No others in attendance
Chapter 316: LRR Jo Ann Juarez-Salazar and Lori Williams was here on Friday
Chapter 317: John Orr, Susan Smith
Chapter 318: Sharon Cunningham, Tessy Reese
Chapter 319: Rocky Sanchez
Chapter 320: Rich McGee, Sergio Roldan, Chris White
Chapter 321: Debbie Blair
Chapter 322: No others in attendance
Chapter 323: Frank Fernandez, Danielle Ellison
Chapter 324: No others in attendance

CSUEU Staff: John Watson, Dayna Ramos, Sherri Strange, Lois Kugelmass, Nancy Yamada, Laura Cawthon, Jo Ann Juarez-Salazar.

Guests in attendance: CSEA VP Russell Kilday-Hicks and Elnora Fretwell from ACSS

APPROVAL OF MEETING MINUTES:

CSUEUBOD 11/13/5

MOTION: Janine Licausi, second by Nancy Kobata that the BOD adopts the March 16-17, 2013 meeting minutes as presented.

PASSED

PRESIDENT'S & HQ's REPORT:

First of all, thank you for being here this weekend.

It is hard to completely capture all the activities since the last board meeting in a single report. Instead, please look at and listen to the diversity of issues that we have had to deal with across the state in other reports and information shared this weekend.

As I reflect more on the President's role that I fill, it becomes apparent that you cannot do everything you want to do when you want to do it. A bulk of my time is spent either on the phone or on email addressing the crisis of the day. I have found that having a little personal ecology on the weekends that are no email days relaxing, but that also means there will be a bunch waiting on Monday. However, if you call me I will still try to return the call or acknowledge via text if I can not return the call immediately. (Maybe the next step is to lose the phone on the weekends too?)

The politics in the state are changed a little with the passage of Prop 30. The CSU is in an obvious state of change as a new Chancellor assesses the system and collects his own information through a series of campus visits. In the middle of these shifts we find ourselves preparing to go back to the bargaining table to get our compensation back on track but to also protect our benefits. We have once again dodged the bullet of a statutory change in the government code that controls the 100/90 formula that was proposed in the January Governors budget. We along with CFA and SEIU were successful in convincing the Legislature not to put it in the budget as it was neither a parity issue nor budget necessity. That said, it is likely it will come back up as the issue was championed by Jerry Brown. He heard my comments at the CSU trustee meetings and so did the CSU and we consider it more than a policy change.

Speaking of politics, we also have SB 520 which would create public-private partnerships that could outsource the support for online education. We opposed this bill early and were trying to get some amendments in the Senate, but the author, Darrell Steinberg was unwilling to take them so far. The bill got out of the senate on the political clout of Steinberg who is also the Pro Tem. It is now in the Assembly and scheduled for hearing in August. We will continue to fight to either have the bill amended or killed. The politicians seems enamored with online education and there is no shortage of bills on the issue, but only one that threatens to outsource the work to venues like the University of Phoenix.

Speaking of online, in one of the stranger budget developments Governor Brown vetoed the part of the CSU budget requiring \$10 million of the \$125 million be spent on online education for bottleneck classes. The \$125 million in increased funding is still there but the requirement on the online is gone.

Thanks you for your involvement , commitment and dedication.

CHAPTER REPORTS:

Each chapter presidents is given 2 minutes to present an oral report on their chapter business and events. Only those chapters that e-mail their report in to Dayna Ramos will have it reflected in the minutes. The following chapters e-mailed their report for submission to the official CSUEU BOD meeting minutes:

311 - New campus president has been hired. He comes to us after interesting stints at Stanislaus and Fresno. He will not officially take over till Sept 1, 2013. Upside he wants to meet with staff. We seem to be busier catching administration attempting to restructure many positions on campus. At this time all positions that are being posted are for temporary positions. Departments are putting forward requests for permanent positions but they are being sent back. Also increase in student hiring. Students are now being hired as casual workers, investigating positions for bargaining unit work. Unit 5 Custodians, there seems to be an issue regarding the hiring of new workers and some safety issues from leads has been raised. Unit 13 Reopener and it is continuing. There have been positive results from the reopener, a onetime bonus has been delivered to the members and working to establish health benefits. New director of facilities...thanks Maritime. We continue to have meetings with our ULC to maintain union unity, particularly with new CFA President coming on board and new campus president. E-board retreat very successful, many new ideas raised and follow through is most important. Still trying to replace e-board member and get people trained. Representation is a very big issue with our e-board at this point in time.

314 - Chancellor White appointed Dr. Willie Hagan former *Vice President of Administration and Finance* from Cal State Fullerton as our permanent President after a 12 month interim appointment. March 29th, 85 employees attended our annual Position Description Description/Reclassification Training. We also are checking to make sure all Bargaining Unit 5 employees have access to an active email account. Pat Gantt visited our campus in April and talked about the state budget. Chancellor White visit in May and met with 5 different groups including the union representatives.

Our chapter Vice President Nathlyn Hirohama was elected to Academic Senate – this election was the first time in history. We had our first all labor union leadership retreat on June 21, 2013 – to start a Dominguez Hills Labor Alliance. I am working with the Chief of Staff to develop a Staff Professional Development Institute. And also appointed to the Selection Committee to hire Assistant Vice President of Human Resources.

315 - I worked with the Director of PPFM to provide an ESL Program for all Facilities Management Staff, free of charge. We continue to battle contracting out of custodial services. We had our first of three meetings. With a little help from Mike Geck and Alex Soluk, LRR, Matthew Black, Unit 9 Rep and I prepared an excellent proposal on how the campus can end contracting out. Management was not expecting us to do such an outstanding job. They didn't know how to respond. Our chapter goal was to sign up 100 new members in our first year, we signed up 105. We are second only to SF for the most members signed up so far this year. Watch out SF the dream team is coming. We continue our Educate, Empower and Organize campaign, by providing training on specific contract articles at our chapter meetings. We are doing two articles each meeting, explain it and answer questions. We are gearing up for bargaining – July 24th we will be having a Bargaining 101 Meeting, Pat and John will be attending. We successfully launched our Leadership Development Program for the Executive Committee then the stewards and we will launch it at our July chapter meeting. Our goal is to get captains to serve as a liaison between the executive committee and each department. I successfully processed my 345th grievance

321 - Got invited to do an IRP talk from a colleges deans. Management left the room and let me have 20 minutes with their employees (321). Brian, Jim Carr, Charlene Montavolo and I met with a bunch of people from procurement to talk about p2p. Brian and I wrote a piece that will go out to campus on P2P. Has already gone to procurement department. Lobby Day! Our chief steward attended a meeting hosted by APC. They wanted our presences and we were happy to oblige. Been working in conjunction with CFA in CHABSS (on going problems with management). Held a steward training on our campus. Held several IRP workshops. Wrote an IRP template, sent it to all the other chapter presidents in case they wanted to use it. Met with Chief of Staff at my chapter to try and reconstitute a union council as well as have meetings about campus issues. LRR was out on medical leave for about 4 weeks. We have several grievances filed as well as one that will be appealed with CSUEU. We currently have 6 ULPs file, but in abeyance while CO legal works with local administrators and CSUEU to try and work out each ULP. Did salary analyses for many different classifications

NEW BUSINESS:

1. CA Final State Budget Impacts

Pat updated the board.

2. Policy File & Bylaws Changes:

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

CSUEUBOD 12/13/5

MOTION: Steven Mottaz, second by CSUEU Policy File Committee that the BOD adopts the amendments to: the addition of Appendix C: Oath of Office to the CSUEU Policy File.

PASSED

CSUEUBOD 13/13/5

MOTION: Steven Mottaz, second by CSUEU Policy File Committee that the BOD adopts the amendments to: Section 5.5: Powers of the Board of Directors to the CSUEU Bylaws.

PASSED

CSUEUBOD 14/13/5

MOTION: Steven Mottaz, second by CSUEU Policy File Committee that the BOD adopts the amendments to: Appendix A (Definitions) and Division 601.02 (Eligibility for Office), 601.06 (Elections) and 606.07 (Ratification of Sanction) of the CSUEU Policy File.

PASSED

~ End of day 1 ~

~ Day 2 CSUEU BOD ~

CALL TO ORDER:

President Pat Gantt called the meeting to order in the Fresno/El Dorado & Diablo room of the Holiday Inn Capitol Plaza in Sacramento at 9:10 a.m. on Sunday, June 30, 2013.

REPORTS:

BUC 2:

PRESENT: Tessy Reese Chair, Pam Robertson Vice-Chair, At-Large members: Lori Williams from SLO, Lisa Bush from LA, Pat Clanton from Stanislaus, Susan Whitney from Humboldt, and unit 2 rep Guadalupe Gamboa from Northridge. Guests: Pat Gantt and Lois Kugelmass

| TOPIC | DISCUSSION | ACTION | FOLLOW UP |
|---------------------|---|---|---|
| I. BUSINESS | | | |
| Old Business | <ul style="list-style-type: none"> Athletic Trainers/Workload, OT, compensation issue: the council discussed the continuing issues we are facing with not knowing the true degree of abuse with their excess hours of working when especially traveling with teams. E-Mail List for Unit 2 employees: Talked about continuing gathering the unit 2 e-mail, we have 7 campuses with no unit 2 Rep New Classifications for unit 2 Coder, insurance billers, quality improvement, classifications. With the Health Care Reform around the corner will Health Centers start billing and how this impacts our Centers? Leads being used as MPP Roles. Long discussion on the confusion that Leads in the Health centers are also our represented folks and when conflict occurs that Management has to be the direction of our discussion to fix and give clear guidance and direction to employees not employee on employee, Northridge Rep. Guadalupe shared how conflict in her Center the Lead RN is acting as MPP and the Director is "telling employee they can't go above this person"? Reminded her to tell her Director they are the Administrator not the Lead | <p>Council will look into setting up with Chancellors office a possible meet and discuss to talk about potential impact of the excessive hours worked during sports for our Athletic Trainers especially as new ones are hired they have to be put into Unit 2. Draft up an information request with Lois Kugelmass assistance. To request from the Chapter Presidents where we don't have reps at to E-mail Lori Williams their unit 2 employees' e-mail so she can put a list together for us. Council if tackle this will need to get names classifications and type of duties being done by our folks. LRR Brenda Brown will be assisting Northridge Unit 2 rep in setting up meeting with Health Center Director to get clarification.</p> | <p>To continue discussion and possible meeting set up by next Council meeting.</p> <p>To try to get all unit 2 e-mails to Lori to generate list.</p> <p>This will be an ongoing project for the next 1-2 years for implementation to occur.</p> <p>To follow up with Northridge to see how meeting went Management.</p> |

| TOPIC | DISCUSSION | ACTION | FOLLOW UP |
|--------------|--|---|--|
| New Business | <ul style="list-style-type: none"> New Classifications for unit 2 Optometrists, Optician ,Dental Assistant and Dental Hygienists :Council discussed that 2 Health Centers have these employees San Diego and Northridge they are working in-lieu Classification presently and they are only a few in these positions that the Chancellors office feels these may be easier to review We briefly discussed Hipaa Policy at our Health Centers, and exchanged information We discussed briefly the upcoming Contract and how we will all play an important role in getting our represented unit 2 folks involved and gather new members | <p>Tessy will be talking with San Diego's employees to gather salary ranges and duties to put together before approaching CO office to discuss implementation for these new Classifications</p> <p>Information only</p> <p>Informational only</p> | <p>This also be an ongoing project</p> <p>None needed</p> <p>Will be ongoing issues.</p> |

| TOPIC | DISCUSSION | ACTION | FOLLOW UP |
|-----------|---|--|---|
| New Items | <ul style="list-style-type: none"> We talked about Health Care Reform 2014 and how this may impact our Health Centers, discussed everything to will we start seeing Faculty/Staff as we are hearing this from some Directors, to need to Bill Insurance, to will there even be a Health Care fee our Students will pay or will that go away and how will this impact US? Concerns about our loss of employees in Unit 2 especially in the Labs, as our folks retire or leave we are seeing a push to close the Labs and send lab work out to the outside Contractors we use. The concern is that Management waits till folks leave then have the excuse they are not impacting anyone. Then just contract the work out or limit the test they do in house and have non Clinical Lab Scientist do less technical lab work. We have seen this happen at San Francisco, Sacramento and LA. Fresno Clinical Lab Scientist II just retired and their Lab Scientist I will be retiring sometime in the fall. Discussion about trying to discuss with management now and try to convince to hire a replacement, Susan Whitney talked about how the Scientist collaborate with the Providers and give advice on what tests to run and to keep in house expertise that unit 2 Clinical Lab Scientist give to the Health Centers and sending labs out to an outside lab group does not. | <p>We will draft up an information request and present to CO office before the next Board of Trustees and Tessy will bring up at the July BOT</p> <p>Fresno LLR and Chapter President Nancy Kobata to try to start dialogue with Health Center Management to try to convince them to keep lab open and hire a Clinical Lab Scientist</p> | <p>This will be an ongoing project for Unit 2</p> <p>Ongoing item</p> |

BUC 5:

Present: Sharon Cunningham – San Diego; Mike Chavez – Stanislaus; Donna Dodrill – Northridge; Angel Melendez – Fresno; Don Moreno – East Bay; Jason Kitzerow – Humboldt; Jose Hernandez – Long Beach

Guests: Mario Mena – Chico, Pat Gantt – Chico, Alisandra Brewer – Sonoma and Jo Ann Juarez-Salazar – LRR

Sharon discussed the ground rules for the member-at-large. Attendance and being on time is important for the success of our meetings. After two (2) no-shows, meaning no excuse or an unapproved absence, then an at-large member can be replaced. This was discussed and voted on with all approving.

CSUEU headquarters toll free phone number is: 866-763-1452, you can zero out and ask for Dayna Ramos if you have any questions. Sherri Strange and Laura Cawthon are the other two administrative personnel and can assist you if Dayna isn't available.

After introductions were made, Angel Melendez did bring up his concern with his position as an at-large member and workload. Sharon asked everyone for their campus email accounts and asked the at-large members to follow through on signing new members up. There was also an issues raised by the at-large members on retired annuitants.

Contracting Out: San Diego (1 million dollars allocated to hire back state custodians), Long Beach (LMC is dealing with this issue), San Bernardino (issue of side bargaining), Chico (management trying to extend it affecting the grounds at their housing), Fresno (extension of an successor contract for the custodial side), San Jose (extension / successor custodial contract coming up), San Marcos (100 % contracted out – filthy campus – ISS (contractor) – had immigration bust of about 100 people. Informant told Sharon about the lack of cleanliness there.

Jason brought up issue of listing OT and the cleaning of Foundation buildings. Pat, Sharon, Michael and Mario informed him listing of OT; Foundation buildings can be contracted out although we would like it to be in house; clean up of construction sites on State buildings can be done by our members and can be done on OT.

Sharon reiterated the importance of collaborating with each other about what is going on around your campuses.

Mike also said it is also important not to put yourself in a situation where you might need help. The importance of doing your job at 100% - remember that we should set an example on how to be good employee. Don't forget that you might have a target on your back – watch yourselves because others are (managers and even some of our own members).

Sharon discussed working leads and Frank from Maritime will fill the open position.

Jason brought up and had paperwork on an issue with custodians doing fire extinguisher inspections at his campus.

BUC 7:

Members Present: John Orr BUC7 Chair, Roxana “Rocky” Sanchez BUC7 Vice Chair, George Ball BUC7 At-Large Member, Carolyn Duckett BUC7 At-Large Member, Elizabeth Tellez BUC7 At-Large Member, Christine Hall BUC7 At-Large member, Guests: Susan Smith BUC9 Vice Chair, Nancy Kobata Classification Committee Chair. Lois Kugelmass Staff Assigned

Excused Absences: Dawn McCulley At-Large Member, Gilbert Villareal At-Large Member

The Council Discussed the Classification Project schedule as provided by the Chancellor’s Office. We reviewed the Classifications impacted by the class cleanup project significant changes include the elimination of the following Classifications:

- 1120 Clerical Trainee
- 2899 Book Repairer I
- 2898 Book Repairer II
- 1408 Power Keyboard Operator Trainee
- 1409 Power Keyboard Operator
- 2904-2908 Library Assistants (replaced by the LSS Series)
- Those Classifications replaced the Reprographics series
- 1635 Telephone Operator (when the last incumbent leaves)
- 1628 Supervising Telephone Operator (when the last incumbent leaves)

Other changes include:

- **Administrative Support Series** – removed from ASC II: “May function as the office information technology specialist.”
- **Collections Representative Series** – changed training period from 3 -11 months to 3 -12 months to be consistent with “not exceeding one year”
- **Data Entry Operator Series** – added timeframe language to Data Entry Operator Trainee similar to Collections Rep Trainee
- **Reprographics Specialist** – added paragraph back to class standard for levels II, III, and IV Removed
- Added “...within the scope of this classification.” To the “additional duties” clause of the classifications

The Council discussed the upcoming Classification Study of the Administrative Series. Nancy Kobata joined the council on this discussion. We assigned out tasks to start collecting information in preparation for the Fall BUC Meeting in which the Classification Committee will join the BU7 Council in formulating the strategy for this project

Susan Smith joined the council to discuss the Payroll Tech series. The Chair asked the other Council Members to talk to their Payroll Techs to see if anyone was interested in joining the team.

The Council Discussed IRP's and progress made on the chapters to educate members on the IRP process.

BUC 9:

Classification Cleanup: CSU has provided a set of proposed changes to various Unit 9 Classification and Qualification Standards (CQS). The stated goal of the changes is to standardize the "look and feel" of all classifications, rather than making substantive changes to duties or qualifications. This involves dozens of classifications, some of which are being combined into series as well. Reviewing the proposed changes requires comparing the proposed CQS with the existing CQS line by line. The BUC split into smaller workgroups, each taking a stack of CQS proposals to go over. This task consumed most of the 4 hours scheduled for the meeting, but saved us from having to hold a separate meeting to tackle this.

Additional items discussed included:

Monitoring position postings: Campuses continue to post positions which are incorrectly classified or have other problems. Please monitor your campus's job postings and contact Rich McGee if you find something questionable.

Data Centers: Very little information has been released regarding the CSU's mandate that all but two campus data centers be shut down by June 2015. We've been told that several campus presidents are openly disagreeing with this mandate, insisting that their own multi-million dollar data centers continue to function. Please share any information you have about plans for your campus data center with Rich McGee.

Exempt Employees: We are increasingly hearing of exempt employees being told to "stay until the work gets done, because you are exempt!", yet the next day, these same employees are being told "You came in at 8:15 today. You're late!" Per our contract, exempt employees do not have fixed hours: 18.7 For exempt classifications, there are no fixed, minimum or maximum hours in a work day or work week. Some campuses attempt to bypass this by stating that an exempt employee can be assigned "core hours", When asked to define those core hours, the response tends to be "Our core hours are 8 am to 5:30 pm." Sorry, no. If you encounter this, challenge it.

Annual Performance Reviews: Remember that there should be no surprises in an employee's review. If there is a valid concern about the employee's work, the manager should have informed the employee about it at the time so it could be corrected, rather than withholding the information so as to ambush the employee on the evaluation.

Student Assistants: Sonoma has a grievance presently at Level 3 on student assistants improperly performing bargaining unit work. We need grievances filed from other campuses where this is occurring.

Video Surveillance: A recent ruling confirms that video surveillance of employees can be an issue employers must bargain with the union. In general, if the camera is used only for physical security, that use is allowable. But if there is the possibility of an employee being disciplined for anything which might appear on a video, that merits a meet and confer. If your campus is conducting video surveillance of areas where employees work, gather, or enter or exit a building, please contact Rich McGee so we can draft an information request to check for problems.

Meet and Confers:

Cell Phones: We've met with several campuses in order to discuss employee cell phone policies. Some campuses, like Long Beach, have well designed policies which include fair reimbursement for use of employee-provided cell phones. Other campuses appear reluctant to offer their employees fair reimbursement, and the difference can be several hundred dollars per year. In general, a campus may issue you a cell phone limited to work-related purposes only. However if you're asked to provide your personal cell phone number to your campus for any reason, that may merit a meet and confer. Please contact Rich McGee if your campus asks employees for their personal cell phone numbers, or issues cell phones, with having negotiated with the union over the effects of this practice.

Uniforms: The policy for IT staff to wear uniform shirts at Fullerton now appears to be voluntary, with some staff wearing them, while others do not. If you hear of any new requirements to wear a uniform while on campus, please let the Unit 9 chair know.

Background Checks: We have a Meet and Confer scheduled in July for a system wide policy covering employee background checks.

Smoking: Chancellor Tim White has indicated he wants to eliminate smoking on CSU campuses, and expects it could take several years to phase out smoking, system-wide. Fullerton's president is keen to move ahead on her own, and has a proposed policy which would ban all smoking anywhere on campus, including in private vehicles. We held a meet and confer recently to discuss Fullerton's planned implementation, and the campus agreed that employees will not face discipline over anything in the campus smoking policy. If you hear of plans to make your campus smoke-free, please let someone from the bargaining team know, as this really should be a state-wide policy, rather than an individual policy at all 23 campuses plus the Chancellor's Office

Representation, Bargaining and All BUC Reports:

Five cases were reviewed for arbitration; after detailed deliberation, all were denied. Recent Arbitration Decisions & Settlements were reviewed and discussed. What worked and what didn't work and why.

Communications Committee requested to be able to write bios on our Bargaining Team, in the hopes that members could get to see the people who represent them. The Team has no objections to this and Alisandra will notify the Communications Committee via John Watson.

Database progress report - dates have been pushed back again, but we hope to be able to beta test sometime soon.

BU Chairs reported on their respective Units and BU Council meetings agendas. Focus for Councils - what are we working on and progress?

Future Training needs:

- New Stewards — no more until Fall, at least
- Advanced Training progress — There was inadequate meeting time for review of vignettes. The Committee can work on this via email

- Chief Stewards Training — August 10-11, 2013, Sacramento. A discussion of a preliminary agenda, including the database, appropriate agreements and settlements, Chief Steward reports, Bargaining vs. LMCs, enforcing contract language, especially 17.10 & 17.11. To be finalized via conference call, email and next Rep Comm meeting.

Meet and Confer issues:

Review status of all current notices. We've met on quite a few this year, and still have quite a few to go. We will continue to push the CO for centralized policies on many of these issues. It does not make sense for every campus to write and confer on their own policies, when one systemwide policy would be better for all. Issues include wireless devices, smoking, video surveillance, Synergy, IT projects, and, of course, contracting out bargaining unit work.

The campaign on contracting out continues as we take it to more and more campuses, especially Unit 5 Custodial work. While our contract may allow campuses to contract out in certain situations, we have the right to bargain impact. When we combine organizing efforts with relentless team efforts, we are seeing real success in bringing the work back in-house. We have another San Bernardino date, and will be reviewing contracts at Northridge, Dominguez Hills and Fresno in the next few weeks.

All BUC Report:

Pat Gantt gave a budget review. It appears there is some money for a comp pool, but we've been told nothing by the CO. Everyone introduced themselves, chapter and BU.

Recent Arbitration Decisions & Settlements were reviewed and discussed. What worked and what didn't work and why.

Database progress report - dates have been pushed back again, but we hope to be able to beta test sometime soon. Stay tuned...

We handed out rosters of currently active stewards, sorted by chapter. Any corrections/omissions should be given to Alisandra immediately (or Sherri Strange). This list will be going to the LRRs to give to campus HR departments. A more detailed roster will be available via the Activist as soon as finalized.

A discussion of Meet & Confers focused on the campaign against contracting out, especially custodial work. We've had success so far, and will continue. Subjects out there include: smoking, background checks, wireless devices, video surveillance, dashboard, and online learning.

There is a fine line sometimes between a chapter LMC and bargaining. LMC are excellent tools for heading off problems before they start, tracking grievance progress and sharing of mutually beneficial information. They are not for side deals between a chapter and management. We discussed the BU roles at the chapter and at LMCs. BU Reps wear two hats. They are members of their chapter e-Board, but they also are responsible to the Statewide Chair of their respective Units. This can lead to conflict sometimes, and good communication all around is the key.

Many campuses are trying to duck M&Cs by calling a "Policy" a "Procedure." If it affects our members' wages, hours and working conditions, is a policy either way, and proper notice must be given. It seems to be working, as some campuses are noticing us on minutiae. That's okay, it means they know we're watching them.

The list of current class studies provided us by the CO was distributed. This list includes timelines so the BUs can properly prepare for upcoming projects. A short survey was handed out regarding upcoming full-contract bargaining.

BU Chairs reported on their respective Units and BU Council Meetings Agendas Focus for Councils - what are we working on and progress?

Each member stood in turn to briefly talk about their own experiences. It was a great opportunity to share victories, get advice on defeats, ask questions of others and let everyone know what the various chapters are doing.

Adjourn

Finance Committee:

Since the March 17, 2013 Board Meeting, the Finance Committee met on May 3 - 4 2013.

April 2013 Financials

The current financials show a surplus of \$77,907, versus a year-end budgeted deficit of \$1,993. Our current financials reflect approximately a ten (10) month reserve.

We are in our third (3rd) year of .50 rebate from the SEIU International (~\$450,000 per year). CSUEU continues to pay our portion of the pension merger loan from SEIU International for our employee retirement plan of which we still owe \$462,978. CSUEU will continue paying through 2018 at 6.25% interest rate. CSUEU was paying SEIU at a rate of 8% interest over 12 years but L1000 bought out the loan at the end of 2011 at a new lower interest rate amortized over 7 years so all of the Affiliates agreed to make payments to L1000 and ours is \$8,004 per month on top of our current pension obligation. The Finance Committee discussed this obligation and agreed to recommend to the Board that CSUEU use part of its reserves to payoff this debt and save on the 6.25 interest over the remaining 5 years left to pay off this debt.

The new Member Database CRM build is just about completed and our go-live date was June 2013. However, ACSS has delayed the rollout of their CRM until testing is completed so our go-live date has been pushed back as the project has been brought in house and is being implemented by CSEA IT staff. The CSUEU Officers will continue to monitor and if need be, recommend that the vendor be brought back to assist with CSUEU CRM rollout. This may require additional funding but there is still a balance from the \$100,000 allotted for this project back in 2012 that can be used for the completion and rollout of this project. Funding for training is included in the CSUEU 2013 budget.

2012 FINANCIAL AUDIT

CSUEU 2012 audit and Chapter audit has been completed with no adjustments or recommendations. The Hudson activity report was run during third week in May and sent out on 5/23 to allow for them to be received by fee payers and nonmembers by 5/31. The new fee payer rate for 2013-14 is .966 and the fee objector rate is 71.63.

I am including the following information for our local since we became incorporated in 2005.

CSUEU AUDIT INFO FROM 2005-2012

| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|----------------------------|--------------------|------------------|------------------|---------------|---------------------|---------------------|------------------|-----------------------------|
| Assets | \$3.6 | \$4.2 | \$4.8 | \$6.1 | \$7.1 | \$6.9 | \$6.33 | \$6.0 |
| Revenues | \$6.0 | \$6.5 | \$6.9 | \$7.4 | \$6.8 | \$6.41*** | \$6.69*** | \$6.69*** |
| Expenses | \$6.3 | \$6.0 | 6.3 | \$6.2 | \$6.9 | \$6.47 | \$6.32 | 7.23**** |
| Net > OR () | (\$259,708) | \$517,700 | \$625,589 | \$1.2* | (\$34,206)** | (\$54,197)** | \$360,656 | (\$541,970)* *** |
| Net Assets | \$3.1 | \$3.6 | \$4.2 | \$5.5 | \$5.5 | \$5.4 | \$5.8 | \$5.27 |

*received full Unity Fund Rebate (>\$900k)

**loss in revenue due to loss of represented members (962 since 6/2010), 2009-10 temporary dues reduction due to furloughs and CSUEU portion of legal fees for FSF lawsuit.

***includes 50% rebate from SEIU International ~\$450k per year since 2010 & expires after 2015

****due to realization of loan debt from pension merger with SEIU after payoff by L1000 in 2011

HUDSON NOTICE 2009-2013

| CSUEU | 2009 | 2010 | 2011 | 2012 | 2013 |
|--------------------------|---------------|--------------|--------------|---------------|---------------|
| Fee Payer Rate | 99.1% | 99.7% | 99.7% | 99.9% | 96.6%* |
| Fee Objector Rate | 60.69% | 70.4% | 70.1% | 70.39% | 71.63% |
| Fee Objectors | | 323 | 178 | | |

*reduction due to death benefit payout for 2012 \$21,500

CSUEU 2013 BUDGET

The Finance Committee agreed that it is too early in the year to determine whether any adjustments need to be made to the current CSUEU budget. The current financials show a year end surplus that will cover our \$2000 budgeted deficit. The Committee will continue to monitor the monthly financials and keep the board informed.

The Finance Committee also discussed the Board's desire to begin the process of conducting a search for a new Executive Director for CSUEU. There are currently no funds in the budget for this position as the Board in 2012 agreed to capture the salary savings for this position as part of the budget cut to balance the 2013 CSUEU budget. Teven Laxer retired at the end of 2012 which meant salary savings for his position but a lot of that savings is going to pay for LRR Joanne Juarez Salazar who is currently covering a 3 campus assignment. We may be able to transfer some of the funds for lobbying expense to cover costs for recruitment and possibly several months of salary and benefits for 2013 (~\$72,000).

CSUEU 2014 Budget Planning

The Finance Committee recommends that the Board review the CSUEU 2013 budget at the November 2013 meeting and finalize the CSUEU 2014 budget. The Finance Committee also recommends that the Board consider these items that will increase the CSUEU budget for 2014:

- Salary and benefits for a new Executive Director ~\$200,000
- Full Contract Bargaining & Campaign ~\$150k
- 2015 General Council currently not in CSUEU or CSEA Central Support ~\$100k

Outstanding Travel Advances

We have made great strides in this area during the past year with the mailing out of 45 & over 90 day letters to members with outstanding advances. Accounting has also been working with Chapter Finance to coordinate advances for both HQ & Chapter level. We have reduced our overall liability in this area by over 50%. We currently have \$29,000 in outstanding advances with 75% in the over 121 days with the majority of them from prior General Council advances. Jamie Steele in Accounting will be sending out letters again at the end of this month.

CSUEU Travel Policies

The Finance Committee in an effort to control costs, the committee has further revised the travel policies. A copy of the policies is included in your binders.

CSEA Central Support Updates

The CSEA 2012 Audit was completed and Accounting was complimented on a job well done and no material weaknesses found so the audit was clean and completed in record time. The true up of the Central Support Budget for 2012 revealed a reimbursement to CSUEU of \$71,000 (mostly in salary savings).

CSEA is in the process of searching for a new payroll software to replace Ceridien since the number of employees have been reduced since L1000 is no longer using Central Support Services and the Payroll Manager and Technician have both left CSEA and are now working for L1000. The timeline currently is the new system will be installed at the end of the year with two months of testing before the beginning of a new fiscal year in 2014.

Preliminary discussions about General Council and a site visit will be done in the near future of the Woodlake Hotel here in Sacramento with more news to follow.

Chapter Budgets/Forfeitures

We still have one Chapter in forfeiture status and continuing to working toward bringing their balance below the \$5000 maximum.

Chapters with a Petty Cash account must submit a copy of bank statements to Chapter Finance, Patty Volo, pvolo@calcsea.org. Those documents for this 2nd Quarter are due to Patty Volo by July 20, 2013.

Chapter Grant Requests

The Chapter Grant line item is funded solely by chapter forfeitures.

Since our last Board meeting there has been one request for Chapter Grant during this period with one that was recently submitted to be reviewed by Committee upon receipt of additional information.

Chapter 306, East Bay requested and the Finance Committee approved a grant for \$750 to fund their Leadership Training on May 23, 2013. A complete report was submitted and included in Board binders.

The Finance Committee would like to remind Chapters that grant requests are to be submitted to VP for Finance at least 30 days 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. If a Chapter submits a request and it is denied but want to then apply for another event or item, a new grant request must be submitted.

Board of Directors Online Registration-<http://www.csueuguardian.org>

Board and Committee members need to be reminded that in addition to registering for events on Guardian, you also need to use Guardian to make any changes to arrival time or date so that Dayna can be notified and make the necessary adjustments.

The Board approved the use of Guardian to register **ALL** Committee meetings. This practice has been in force now and the Finance Committee will continue to work with Dayna to make improvements or updates as needed.

SWABIZ & DIRECT BILLING FOR HOTEL

Currently Swabiz privileges are limited to the Board of Directors only. Direct bill has been expanded to include Committee and BUC meetings.

Treasurer's Training

If you have a new Treasurer, please let me know so the appropriate Finance Committee member liaison can come out to do a one-on-one training. Send me an e-mail, lorettas@csueu.org or call me (415) 244-7288.

Respectfully submitted, Loretta Seva'aetasi, VP for Finance

CSUEUBOD 15/13/5

MOTION: Loretta Sevaaetasi, second by CSUEU Finance Committee that the BOD approve paying off pension merger loan of \$455,00 out of the reserves line item.

PASSED

Legislative Committee:

In my two (2) previous reports I outlined the path the Legislative Committee was taking in deconstructing Lobby Day 2012 (part I); outlining our progress in constructing Lobby Day 2013 (part II); and now I will address the tasks and final outcomes of our planning efforts.

The Committee task/activities are addressed in bullet format below:

- finalized training day activities
- finalized appointments up until April 22
- created appointment schedules for activists, floaters [Executive Committee] and Legislative Committee
- finalizing CSUEU brochure and History document drafts for Communications Committee

- worked with Organizing to get promotional materials from campuses
- compiled all materials/booklets for both packets
- created and compiled the leave behind packets up until April 22
- created and compiled activist/participant packets
- walked through a dress rehearsal with facilitator and lobbyist April 21
- transported all materials including shirts to hotel April 20 - 21
- set up 'war room' for Legislative committee and Finance Committee April 21
- configured training space for conducive interaction
- delivered a relaxed and fun-filled training day - the prime time experience
- solid presentations from all facilitators; excellent role play opportunities and critiques by attendees
- dinner with thoughtful and engaging speech by statewide President
- 'This is Our Year' 2013 Lobby Day - April 23
- 93 appointments and 24 drop-offs; some participants were able to secure additional appointments
- 1:30 p.m. Assembly Higher Education Committee hearing [at least 3 bills concerned CSU]
- attendees checkout with Finance Committee; complete Thank You cards; and Lobby Day evaluations
- Lobby Day Wrap-up - April 24
- Legislative Committee members address and deliver **Thank you cards** to Capitol Legislative Offices
- Legislative Committee members are home and breathe a sigh of relief - It is done! - April 25
- Legislative Committee members begin to deconstruct 2013 Lobby Day and assess 'What We Can Do Better Next Time'...

On behalf of the Legislative Committee, I thank all the activists who participated and represented all 15,000 of us with professionalism and pride. Most important they actualized our vision to have a compelling presence in the Capitol and building relationships that will serve us well in the future. Every office in the Assembly and Senate have either met with us or have our packets! They know who we are California State University Employees Union!

Point of Personal privilege: This has been a labor of service for me - a chance to give back to this organization in a different way. I was graced with the opportunity to work with an extraordinary team, we figured things out together and moved forward. More importantly, they supported and agreed with my efforts to create a 'new normal' for CSUEU's legislative activities.

My congratulations and appreciation to this amazing team - Diana Balli, Chuck Constantine, Vicky McLeod, Sandee Noda, Dayna Ramos and our President Pat Gantt for their patience, perseverance, and sense of purpose. In addition, we all look forward to John Burdett returning to the Committee soon. I am also pleased we have added to our bench strength by bringing David Balla-Hawkins, consultant/lobbyist to our team. Many thanks to our Communications and Organizing Committees for all of their efforts in helping us polish our professional image.

Well that's it... Thank you again.

Respectfully submitted by Kim Harrington, Chair, Legislative Committee

MOTION: Kim Harrington, second by CSUEU Legislative Committee that the BOD approves to endorse Leticia Perez for the SD 16.

PASSED

Policy File Committee:

I would like to thanks the members of the Policy File Committee for their hard work. Joan Kennedy, Cyndi Olvera, Susan Baur and staff Nancy Yamada.

On May 4th and 5th the Policy File Committee met jointly at the All Committees meeting in Sacramento. At this meeting we discussed ‘simple majority’ vs ‘majority’ in voting and the differences in a board action vote and an election vote and, corporate code regarding board actions. The Committee reviewed the policy file for every instance of ‘simple majority’ and ‘majority’ for its appropriateness. We prepared two motions to clarify the definitions of each and correct and specify appropriate use as needed. We also discussed Steward Certification process and the consequences of not re-certifying. We determined that no policy file changes where required. The CSUEU Policy File (902.01(a)) clarifies representation is provided by CSUEU certified stewards. And (906.01) defines when and who a steward is certified, including recertification and a new full contract. (907.01) outlines Steward Discipline. We discussed, reviewed and the Representation Policy, we would suggest that it be named to the ‘Representation Guidelines’ as it is not part of the policy file and only refers to it. Also we suggest striking the bulleted line ‘Matters that would result in a conflict of interest for CSUEU staff’. We discussed and prepared a motion to add the oath of office for CSUEU offices and Certified stewards to the policy file as Appendix C.

In upcoming meetings we will continue review the statewide and chapter elections and moving the chapter elections from spring to fall as discussed by the board in open session at the March 2013 BOD.

Respectfully submitted Steven R. Mottaz, Chair Policy File Committee

Communication Committee:

Present: Debbie Blair, Ray Finnell, Donna Melendez, John Watson
Guest: Kathleen Bruno

E-News Know Your Contract (KYC) Column

The committee narrowed down our list of possible names and decided on the name “Know your Contract”(KYC). This column could run once a month. Another column entitled “What has the Union done for you?” could also run once a month. The committee decided that each column could alternate; each to run every other issue. Pat, Lois, and Ali all agreed to approve each column prior to publication. We agreed that we would need to have rotating authors. While we are setting tentative scheduling dates for these columns the committee realizes that workload (of all involved) and the required approvals may throw our scheduling off for this project.

On April 14, an email (Ray sent on behalf of the committee) was sent to the BOD seeking input for the KYC column. The committee received email responses from three members of the board of directors.

E-News Columns

Know Your Contract (KYC) - The committee discussed the information that we received as of the meeting date and decide to do the first column on "Passing Probation". Ray volunteered to write the first issue. Writers for these columns will be rotating. The draft will be sent to Debbie and John for any editing and then forwarded to Pat, Ali, and Lois for approval before publication. First publication is tentatively scheduled for late June or early July. Scheduling is tentative on workload (for all involved) and the required approvals needed for this column. These are some of the factors that may throw us off schedule.

What has the Union done for you? - The committee discussed and decided that this column is better suited for the ENews. As stated above, this column will run alternate to the other column. We will start this column by using parts from Joan's flyer and relate that to what the union is currently doing. As the series progresses, there could be a link to the original document when applicable. A tentative date is set for the issue after the first KYC column appears in the E-news. Scheduling is tentative on workload (for all involved) and the required approvals needed for this column. These are some of the factors that may throw us off schedule.

Chapter website review

Committee members have been assigned and are in the process of reviewing chapter websites.

Brief update and demo on DotNetNuke upgrade - John

John gave a brief update on the progress of the DotNetNuke 7 upgrade. The skin has been selected and the page has a clean look with less tabs. The campus (chapters) scrolls across the top and include a link to the chapter webpage. There is a News module. The publications module could possibly have an HTML version of UE. There are rotating pictures at the bottom of page which could include recent union actions and activity.

Fall Poster

The Committee decided to go with a poster to celebrate the labor movement and collective bargaining. Overall accomplishments will be listed. Poster size will stay 11x17, production quantity 1000.

Past Posters:

2009 – Chavez (March), Labor (August)

2010 – No posters done that year

2011 – Chavez (March), Huerta (August)

2012 – Women Activists (August)

2013 – CSUEU in Action (March), in production Thank you to the Labor Movement (August)

The committee searched for labor posters to use as a model. We wanted to create a poster that would be a timeless piece. We also wanted to relate the poster to the upcoming contract campaign. We decided to go with the subject of "rights won by the labor movement" contained in an existing labor poster and change it to fit CSUEU. We discussed any copyright and saw no issues regarding the use of this poster as long as we use it only as a model. We will change title and background, adapt and rearrange language.

We will replace the background with a CSUEU action.
Banner on top and bottom (possibly include CSUEU Focus statement from brochure)
Possibly change title to: Thank you to the Labor Movement

Tentative language order:

- Weekend
- 40 hour work week
- Overtime
- Health Benefits
- Minimum Wage
- Paid Vacation
- Sick Leave
- Fair Representation
- Retirement Benefits
- Safety Standards
- Child Labor Laws
- Unemployment Insurance

Tentative Timeline:

- May 8 – John has sent photo options to Debbie
- June 14 – Committee to start selection of photo
- July 1 – Send to design
- July 22 – Send to printer
- July 29 – Out to UPS
- Aug 5 to 26 – Delivered to campuses

Scheduling is tentative on workload (for all involved) and the required approvals needed. These are some of the factors that may throw us off schedule on this project.

University Employee

Upcoming Issue

There were a number of unforeseen factors that caused the delay of the second issue of University Employee. The issue went to the printer end of week June 10 and members should be receiving their issue in early July. The committee will continue to set timelines but all will be tentative so that we may adjust for those unforeseen factors in the future.

Planning of third issue of University Employee for 2013

Tentative Timeline:

- Draft deadline; September 9
- Send to Design; September 30
- Send to Printer; October 21
- To USPS; October 28
- In members' mailboxes: November 29 – Dec 14

Scheduling is tentative on workload (for all involved) and the required approvals needed. These are some of the factors that may throw us off schedule on this project.

Article Ideas:

Budget (Ray) – update on state and CSU budget, effect, update AB520 and other legislation

Contract Campaign – bargaining 101 (Mike, Ali), bargaining reopener, what happened to salary steps (source website under history 1992)

New Chancellor – reflection of visits to campus, first 100 days (review video out week of May 21)

****Future article; assessment of Chancellor after contract bargaining****

Chapter Focus (Kathleen, Debbie) – SFSU Chapter, interview with an activist and their chapter, Activists profiles, Campus profile (SFSU labor center which recently opened at the library, 4th floor archives, contact Catherine Powell)

PAC Campaign – overview, revising of the brochure

Committee (50-75) and BU (75-100) assignments for this issue:

| <u>Committee</u> | <u>Assigned</u> | <u>Chair</u> |
|------------------|-----------------|--------------|
| Communications | Debbie | Debbie |
| Organizing | Debbie | Mike G |
| Representation | Ray | Alisandra |
| Classification | Donna | Nancy |
| Finance | Kathleen | Loretta |
| Legislative | Debbie | Kim |
| Policy File | Ray | Steve M |

| <u>BU</u> | <u>Assigned</u> | <u>Chair</u> |
|--------------|-----------------|--------------|
| Unit 2 | Ray | Tessy |
| Unit 5 | Kathleen | Sharon |
| Unit 7 | Ray | John Orr |
| Unit 9 | Debbie | Rich McGee |
| Unit 13 (LA) | Debbie | Ask Lois |

Photo half page ideas:

June BOD training and BOD Meeting

BOT Meeting

Chapter Activities

Calendar 2014

The committee discussed the tentative production timeline and agreed that the 2014 calendar should be distributed to chapters prior to their last chapter meeting of the year; for some chapters that would be the week prior to Thanksgiving, others would be early December. Again the committee agreed that the calendar is a promotional tool to keep CSUEU visible for our membership on campuses and supporters such as legislators at the capital. We will stay with the same type of calendar for 2014 as we have for this year. It seems to be the most popular type of calendar. Debbie will update the quote file to reflect quotes used in 2012 and 2013. Debbie will send the file out to the committee member to review. Each member is asked to submit 5 new quotes to Debbie for the file. A tentative timeline will be developed. Scheduling is tentative on workload (for all involved) and the required approvals needed. These are some of factors that may throw us off schedule on this project.

Contract Campaign Support

We discussed the support mechanisms that are available to CSUEU communications, the committee, and also to chapters that would help support the communications as part of the contract campaign. We also discussed the use of “sparklers” (KISS principle): the breaking down complex messaging to simple/eye catching “sparklers” messaging statewide through E-News, news updates, and social media.

Communications liaison calls once a month: ability to distribute information to chapter communication teams

SEIU State Council support resources

Graphic design capabilities: ability to have fliers created to support actions

John’s communications expertise: years of experience in the communications field

E-news, statewide announcements, and University Employee: ability to distribute updated information statewide in a timely manner

Available Communications Training

CFA offers media training focused on contract campaign: Is there a cost?

Capwiz has been replaced with Blue State Digital – AB520 campaign is being run on this free service.

AFL-CIO #1u Digital training is offering a free communications and social media series of webinars starting in May. They will offer three levels and it is advised that the attendees start at the beginning level to qualify to attend the intermediate and the advanced levels in June and July respectively. We are all encouraged to attend the webinars that interest you. All the webinars will be recorded and a PowerPoint will be offered for download to those who cannot attend the event at the time it was originally offered.

http://act.aflcio.org/content_item/2013-digital-training

PAC Brochure

On Sunday May 5, the committee met with the Legislative and Finance Committees to discuss the updating of the PAC brochure. All agreed that the brochure is in need of an extensive revision. Pat would like us to try to complete this project by October for a proposed PAC campaign.

Action:

John has sent out examples of PAC brochures from other unions to both committees to consider what content we want to include.

Debbie will research other PAC brochures for their content.

The Legislative committee will submit what information they want included in the brochure.

Debbie will develop a tentative production timeline.

Organizing Committee:

Preface

The Organizing Committee is still regrouping and gelling due to changes on the committee, plus gearing up for our recently announced reopener on salary and our contract campaign. Despite these challenges, we have continued our work without skipping a beat and look forward to coalescing more and more in the coming months. The landscape on our committee, in our union, at our chapters, in the CSU and in the State of California is constantly evolving and we're doing our best to meet the ever-changing needs of the union as a result. As usual and as you'll see below, there's a lot to report on.

Member Recruitment

Taking a closer look at the chapters doing an outstanding job recruiting members, we see patterns emerge in the planning, strategy and tactics used. The first thing we see is that there's the will to recruit new members. Deciding that member recruitment is a priority is a conscious decision, it doesn't happen on its own. Once the will is established, we see planning occur. At all those chapters where member recruitment is exceptional, there was some sort of organizing plan, member recruitment plan and/or ongoing practice in place that they planned to continue. Some of these chapters didn't have official, documented plans, but they planned in some way, shape or form to get membership cards signed and each of those chapters worked those plans.

These plans were a mixture of basic organizing strategies that all unions use along with strategies that were tailored to the chapter's specific needs. The most basic tried and true tactic that was used was signing up fee-payers as they check in at chapter meetings, unit meetings, union coffee breaks and other chapter events. Another tried and true tactic used was signing up fee-payers at new employee orientation. The lesson learned here, every single chapter should be doing these two things without exception. Beyond these two tactics there have been a variety of innovative and targeted member recruitment actions taken at these chapters.

Our best recruiter in 2013 is Hudson, recruiting 69 new members. You might be asking yourself, "Who is Hudson?" Hudson is our Hudson Notice, (the notice that's mailed to represented employees who aren't members, outlining their rights). 69 recipients of this notice got it and said to themselves, "What, I'm not a member? I better sign that card!" The lesson learned here, there are fee-payers on every chapter that think they're members but aren't. Once someone lets them know they're not a member, explains why it's a good idea to be a member and offers them a card to sign, often they sign up. We look at these employees as low hanging fruit, ripe for the picking at those chapters where membership is comparatively low. As membership increases and the low hanging fruit gets picked through, you have to work harder and utilize different strategies and tactics to get those not-so-easily-convinced fee-payers to sign up as members.

Member Recruitment: Chapter Spotlight

Below, we'd like to shine the spotlight on the top four chapters in member recruitment since the beginning of this year. The source for these numbers is the *membership applications received in HQ* spreadsheet, whereby each application is tracked as it's received in HQ on through final processing.

These numbers represent the number of applications that have been submitted as of the writing of this report.

1. Chapter 305, San Francisco – 52 applications
2. Chapter 315, Long Beach – 45 applications
3. Chapter 317, Fullerton – 33 applications
4. Chapter 321, San Marcos – 29 applications

In total, these four chapters have submitted 159 applications, accounting for about 40% of all member applications submitted in 2013. Each one of these chapters is unique in their approach to recruitment but one thing that's common between them all, is that they make member recruitment a high priority and take organized action in their recruitment approach. Again, it doesn't happen by accident. There's a good mixture of individual efforts and team efforts represented in these numbers. San Francisco and Long Beach developed and documented detailed and well thought out organizing plans and worked those plans, whereas Fullerton and San Marcos didn't put together a specific organizing or member recruitment plan (that we're aware of) but did do the most important thing, they turned ideas into action. They made "the ask" at opportune times and personally reached out to fee-payers.

We'd like to congratulate these four powerhouse chapters on a job well done and express our appreciation for their efforts so far this year. We know there's a lot to learn from each of these chapters (as well as the rest of our chapters) and we'll be working on contacting each of them and documenting their best practices to share with the rest of the organization in our ongoing discussion on how we can better recruit members.

2013-2014 Planning

2014 Contract Bargaining and Salary Reopener

We hope that the Contract Campaign Planning workshop helped us all get a better picture of what our calendar's going to look like in the next year+, who's going to be responsible for what and how we're going to go about getting the job done. The purpose of the workshop was to get some of the peripheral campaign support related issues out of the way early on so that we can spend our time and resources more efficiently and effectively fighting for our campaign goals. This is the first time we've done this. We hope to learn from this experience and improve upon it for future campaigns. Your feedback on our section of the workshop is appreciated.

As of the writing of this report, we understand that our Bargaining Team has submitted a request to the Chancellor's Office to reopen Article 20, Salary and the CSU responded with the intention to reopen Article 21, Benefits. During this correspondence, the Office of the Chancellor stated their intent that the CSU will be proposing an 80/20 benefits sharing package (AKA a HUGE FRICKIN' PAYCUT!) to all unions in the CSU, including CSUEU. The CSU has stated that there is a compensation increase pool for CSU staff and it's likely that we could get some sort of raise in the not so distant future. Negotiating a fair raise and protecting our benefits is the responsibility of our Bargaining Team but what we're able to get and protect is up to our members. Just like war, the battles are won in the field and the agreement to halt hostilities is negotiated and signed at the bargaining table.

We, the Organizing Committee, are fortunate to have a VP for Representation and a Bargaining Team that understands the vital importance of having a strong organizing support effort that engages, empowers and emboldens our members. Stating the obvious, this will be the Organizing Committee's number one priority in the coming months and we'll need each and every chapter to aid in our educational, engagement and mobilizing efforts. It's our opinion that we will need to take some sort of action at each chapter that sends a strong message to the CSU: We've earned and deserve a fair raise! Time to pay up and keep your hands off of our benefits!

We'll be sure to provide an update on the organizing support of our reopener at the Board of Directors meeting resulting from discussions with the Bargaining Team during the weeks between the writing of this report of the June Board of Directors meeting.

2013 Legislative Visits

We'll be working with the Legislative Committee and our assigned chapters to increase visits to our legislators in their district offices and bring our issues to their attention. While we haven't received any reports of legislation that we would like to push on our own behalf (like protecting our work from contracting out, for example), we hope that we'll begin pushing our own legislation at some point this year, if not next year. If/when that time comes, each chapter should have a strong relationship built with their legislators, by way of district office visits, invites to chapter meetings, attending legislator sponsored events and the like so that when it comes time to get support (and votes) for our legislation, the folks who will be doing the voting don't look at us like strangers.

If your chapter hasn't scheduled legislative district office visits yet, please do so ASAP. As always, please feel free to contact our committee for any assistance with this, we'll be happy to help.

Membership Sign-up and Processing

If we can update the member sign-up process with some sort of "digital signature" we can make signing up members much easier, much more reliable and much quicker. In addition, the question of not having to provide the full Social Security Numbers (SSN) on an application is still being reviewed for legality and "doability". In response, Pat Gantt has requested the following information from Nancy Yamada and Wendy Montero (CSEA Membership Services Manager):

Why we can collect fees from Fee Payers without SSN?

What may have to be changed on the membership application?

What is the verification process for membership for the State Controllers Office?

How does Local 1000 deal with the SSN issue? Are they different and why?

"Contracting In" Campaign

SDSU is actively hiring Unit 5 custodians and has not expressed any intentions to contract out custodial work - WINNING!!! Previously reported organizing efforts had a significant impact on this successful outcome.

CSULB had their first Labor Management Contracting-out Committee (LMCC) meeting in April during which they presented to management, a comprehensive proposal for “contracting in” custodial jobs. Management responded with concerns regarding training and equipment cost issues, which according to chapter leaders are grossly over-estimated. As of the writing of this report, the LMCC is trying to nail down the next meeting date during the last week of July. Statewide, regional and local leaders and staff will be meeting in mid-July to discuss next steps, strategy and tactics. We hope that Janine Lucausi (or her designee in her absence) will report on the latest LMCC developments during the chapter reports section of the Board of Directors meeting.

CSUEU is engaging management at every custodial contracting out meet and confer. At this time, in addition to CSULB, San Bernardino, Northridge, Fresno, Dominguez Hills and San Marcos are all in discussions with management regarding custodial contracting out. The Organizing Committee has not been directly involved at San Bernardino, Northridge and Dominguez Hills at this time and as a result will be looking to the chapter reports for updates on custodial contracting out at those chapters.

During a recent Facility Service Labor Relations Committee (FSLRC) at San Marcos, when questioned regarding the campus’ intentions to continue custodial contracting out, management let slip that they signed a five-year contract with two one year extensions earlier this year. This came as a shock to the union’s FSLRC representatives because when we met and conferred early last year regarding this new custodial contract, we were noticed on and discussed a two-year contract. Needless to say, this is a huge problem and a ULP has been filed. In addition to this administrative FUBAR on management’s part, there are other significant issues with the contractor and the services they provide like: hiring undocumented workers, deplorable cleanliness and sanitation practices, poverty pay and no benefits, mistreatment of workers by contractor management and the list goes on. We’re developing plan of attack and will be hitting campus management at all levels pretty hard, which began with BU 5 Rep, Sharron Cunningham, calling out CSUSM at the CSU Board of Trustees’ May meeting. The latest update at the time of the writing of this report is that the CSU’s legal office is in contact with Chapter 321 LRR, Brian Young, discussing “options” on how to resolve this situation.

Chapter Assignments

In one way or another, each of our committee members has helped at least one chapter (if not all) that they’re assigned to, further its organizing goals and program. Some committee members have long established relationships with the chapters they’re assigned to and some are just now starting to build those relationships. We’re happy to report that we’re seeing positive outcomes on several chapters resulting from our chapter assignment experiment. Let’s shine the spotlight on Rosa Jones from Chapter 316, San Luis Obispo and Jo Ann Juarez-Salazar, Staff Assigned to the Organizing Committee.

Ray Finnell, President at Chapter 310 - Bakersfield, wanted to get more people involved in the union at his chapter and reached out to Jo Ann for her thoughts on the subject. They came up with an idea to invite Rosa Jones to Bakersfield, as a guest speaker at a chapter meeting in May, featuring “a talk-show format, with me [Ray] as chapter president asking Jones questions about labor unions, the importance of getting involved, and her personal journey into activism.” - E-News May 30, 2013. By all accounts, the meeting was very well received and had the audience riveted. What happened next is what really counts; a member in the audience stayed after the meeting and volunteered to be the chapter’s Organizing Committee Chair along with a friend of hers who committed to help her organize. This effort was a shining example of how we envisioned our chapter assignment concept playing out at the chapter level; bringing together local, regional and statewide leaders, committee members and activists to recruit new activists. Kudos to Ray, Jo Ann and Rosa for working together on a job well done!

Committee Changes

Shortly after the wildfires that ravaged Ventura County and threatened CSU Channel Islands, Joseph Dobzynski Jr. asked to step down from the committee and become an At-Large member in order to devote more time to his chapter and family. Joseph has been an outstanding organizer over the years as was evident in the Board of Directors’ decision to make him VP for Member Engagement during the previous term. He has done so much for CSUEU and will be sorely missed on the committee. He assures us that while he may no longer be on the statewide committee, he will continue to support CSUEU at the chapter level as Chief Steward, mentor and hardcore grassroots organizer.

I’m happy to report that we filled our vacancy in the L.A. area with one of our At-Large members, Nadine Mendoza from San Bernardino. Nadine is the Unit 7 Rep at San Bernardino and has done an outstanding job of engaging unit 7 with regular, well-attended meetings that are pretty awesome by all accounts. We’re excited to have her on the committee and look forward to having her positive attitude and willingness to put in the hard work to move the committee and CSUEU forward.

I’m also happy to report that we filled our vacancy in the Bay Area with former At-Large member, Russell Kilday-Hicks from SFSU when Gina Voight from Sonoma stepped down from the committee in early April due to family issues and an ever-growing workload. Russell brings a wealth of organizing experience and knowledge to the committee as a long time social justice activist and organizer. We’re fortunate to have had both Russell and Nadine in our At-Large ranks to step-up and fill in the gaps in these two vital regions.

Last, but certainly not least, Kenneth Castillo has accepted the appointment of Vice-Chair of the Organizing Committee and will be filling in for Chair Mike Geck who will not be able to attend the full weekend of the June Board of Directors meeting due to previous plans that have been scheduled for almost a year. Kenneth will be delivering the Organizing Committee’s report at the June Board of Directors meeting and speaking on our behalf. In addition, he will bring back to the committee any questions, observations and insights that relate to CSUEU’s organizing program.

The Organizing Committee seeks concurrence from the Board of Directors on the changes in the committee's membership at the June 2013 Board of Director's meeting.

We still have a gap in the Organizing Committee's Northern California (Humboldt, Chico, Sacramento) regional chapter assignment. **We are actively seeking Organizing Committee members in this areas and ask that you inform anyone interested in joining the Organizing Committee to contact VP for Organizing, Mike Geck @ (619) 252-0282 or mgeck@csueu.org.**

Training

New Employee Orientation (NEO)

With regard to NEO, our intentions are to provide consistent and useful information to all chapters on how to identify new members, engage them at orientation and contact them regularly throughout their probation period to provide support and assistance. Julia Hubbard and Jo Ann Juarez-Salazar have been redeveloping NEO packets that incorporate NEO PowerPoint presentations, welcome and follow-up email/conversation templates and best practices documentation, all gathered and aggregated from our chapters. Since our last Board of Directors meeting, they have been compiling and refining the information gathered and will be delivering the final drafts to the Organizing Committee for final review and revision. We hope that this process will be completed this summer, in time for the anticipated hiring push that occurs before fall semester starts.

In addition to developing consistent and comprehensive NEO "packets", we will be developing a "surviving probation" workshop that provides new employees with an overview of the probation process and answers common questions.

Below is the comprehensive NEO training package outline suggested by the committee:

- Initial Contact – How to make the initial contact with a new employee
- New Employee Orientation – Getting invited to orientation and how to discuss the importance of a union within the workplace
- Surviving Probation – A workshop for new employees to answer questions about the probation process.
- Know Your Contract – A workshop for new and current employees to learn more about the contract.
- Probation Party – A small event to congratulate employees who have made it through probation. Maybe a quarterly or bi-annual event for all employees that passed during the last 4-6 months.
- Probation Assessment – How to contact post-probation employees to have them assess the union's role in assisting them through probation.

Training Development Process

The committee has discussed a process for developing training in a few easy steps, which could “operationalize” many training efforts being done at the chapter level. Every training session should have an outline or PowerPoint to provide basic information and notes regarding a topic. The outline or presentation can be reviewed internally before used. The presentation can then be turned into an in-person workshop and given a few runs at the chapters to gather feedback and improvements. The workshop can then be recorded with or without an audience and posted as video training with minor editing to splice in presentation slides and links to FAQs and supporting materials. Existing training could then be reviewed on a regular basis for further refinements and updates with contract bargaining.

Organizing Plans

We’re continuing to assist chapters with developing and submitting chapter organizing plans that contain specific goals and timelines, along with strategies and tactics to achieve those goals. The Chapter Organizing Plan helps chapters focus on what they want to achieve on their chapter beyond hosting chapter meetings and governance related tasks. It gets us to think long range and more strategic about what we’re trying to accomplish and how we go about getting it done. It also helps the assigned Organizing Committee member understand where they can be most helpful in relation to the chapters’ goals and priorities.

An organizing plan is critical to “planning the work and working the plan”, tracking progress, figuring out what works and what doesn’t and understanding where you need to make adjustments along the way. If your chapter E-board hasn’t approved a Chapter Organizing Plan, please reach out to the Chapter Organizing Chair and Committee, assigned Organizing Committee member, your E-Board and LRR to finalize and approve one ASAP. This is supposed to be a yearly plan and we’re already 50% through the year.

Unfinished Business

Is Organizing a Priority for CSUEU?

Our Organizing Program has been at the bottom of the budget allocation list for years, accounting for about 1% of the total CSUEU budget. As Russell Kilday-Hicks is famous for quoting, “Show me where you spend your money and I’ll show you where your priorities are.” As Organizers, of course we deeply believe in the amazing and transformative power of organizing, but the committee does not determine the priorities for CSUEU, the Board of Directors does. The Organizing Committee needs to know, in clear and in no uncertain terms, exactly what kind of a priority organizing is for CSUEU. The Board of Directors must also have reasonable expectations with regard to the resources it is willing to allocate to the program. The committee is stocked with energized, talented and capable volunteers but if the resources aren’t there for us, we can’t be expected to produce a feast with the ingredients for stone soup.

Resource Requests to the Board of Directors

One Day per Month Release Time

The committee agreed that we would like to obtain 1 day of release time per month for each committee member to develop organizing at his or her assigned chapters. This time will be used to: visit, develop relationships and help assigned chapters develop an organizing plan and reach the goals and objectives contained therein. Implementing the strategy and plans to reach the goals outlined earlier in this report is going to require more time and energy than any one of us is capable of volunteering. We are starting from scratch at several chapters when it comes to organizing and it's going to take a lot of energy to get some momentum moving forward. We can't continue to do the same thing the same way and expect different results. The change that will have the most impact on the Organizing Committee's ability to further our union's organizing objectives is more time to organize.

In solidarity, Mike Geck, CSUEU Vice President for Organizing and CSUEU Organizing Committee Chair

CSUEU Organizing Committee: Stephanie Bradshaw - Chapter 309, Kenneth Castillo - Chapter 311, Julia Hubbard - Chapter 322, Rosa Jones - Chapter 316, Russell Kilday-Hicks - Chapter 305, Nadine Mendoza - Chapter 320, JoAnn Juarez-Salazar - Staff Assigned

CSUEU Organizing Committee At-Large Members: Chuck Constantine, Renee Giannini, Janet Gonzalez, Joseph Dobzynski Jr. and Jennifer Moran

CSUEUBOD 17/13/5

MOTION: Mike Geck, second by CSUEU Organizing Committee that the BOD approves to concur with the appointment of Nadine Mendoza and Russell Kilday-Hicks as Organizing Committee members.

PASSED

Classification Committee:

Present: Nancy Kobata, Lori Williams, Mario Mena, Rose Greef

The Committee met on 6/8 and 6/9 at the Holiday Inn Capital Plaza, Sacramento. This meeting was held in conjunction with the Bargaining Unit Council meetings instead of with the All Committee meeting as we did formerly. This proved to be an excellent move, since the Committee is more aligned with the Bargaining Team and works closely with the Councils regarding classification issues and pending reviews.

In general session, updates were provided on those classifications that have been reviewed, as well as those coming up for review. We reviewed some arbitration decisions regarding classification and decided that we need to get work on getting some better language when we bargain the new contract. On Sunday, the committee split up to meet with all of the individual BUC's to address classification issues in each bargaining unit. For Unit 7, we have the Administrative support series coming up, so we developed a plan of action. In Unit 9 we will have the IT series, and in Unit 2 we have several new classifications to propose as well as review the remaining classifications.

Committee on the Future:

Based on feedback from the board workshops, the committee developed a pilot program on leadership to help chapter officers bring leadership development concepts and training into their local chapters. The leadership development workshop was presented at the March Board of Directors meeting.

- At the March board meeting, seven chapter presidents indicated an interest in launching a pilot program on leadership development.
- At least five of those chapters have undertaken a first step in bringing the leadership development program to the members of their chapter, and three others are working on ways to integrate the efforts into their work during the summer.
- The East Bay, Channel Islands, Bakersfield, and Long Beach chapter presidents are working with the COF members on a report back to the board at the June meeting about the successes of their pilot programs and their future plans on leadership development.
- Other potential pilot program chapters will update the board on their current plans for integrating leadership development into their work.
- At the June meeting, the COF and the pilot chapter presidents will solicit additional feedback from the rest of the board on how to make the leadership development program more effective for chapters going forward.
- The COF is working with the officers to develop a workshop on June 28 that will discuss better coordination of various CSUEU committees going into the bargaining.
- Working with the Legislative Committee, the Bargaining Committee, and the Organizing Committee, the COF is facilitating conversations and developing a June workshop agenda to allow discussion of how to integrate elements of the contract campaign.
- Based on feedback from the board, the COF will continue to assist chapters that want to engage in leadership development and to work with committees and staff to create more leadership development opportunities and tools.
- Based on feedback from the board, the COF will work with the officers to develop an appropriate workshop for the fall board meeting.

CLOSED SESSION SUMMARY:

Pat Gantt reviewed with the board the Saturday closed session business which was: Membership applications, SEIU, Fair Share processes, consultants, chief of staff position, and staffing. Action was taken to endorse JJ Jelincic. Action was also taken to start the search process for a chief of staff position. The following people will be part of the search team: Pat Gantt, Loretta Sevaetasi, Alisandra Brewer, Mike Geck, Sharon Cunningham, John Orr, Susan Smith, Sandee Noda, Diego Campos, Pete Rauch, Robert Inglis and staff assigned Dayna Ramos. The board took action to provide a stipend for CSUEU President Pat Gantt for filling in as Interim Chief of Staff.

Meeting Adjourned at 3:00 p.m.