

CT News



CLERICAL-TECHNICAL UNION OF
MICHIGAN STATE UNIVERSITY

Volume XXXVIII, Issue 6

Organized and Independent since 1974!

August 2011



July 21—CTU President Deb Bittner chaired the July 21 quarterly Membership Meeting. She is shown here with two members from Grand Rapids, UR Amy Henner and Kirk Bartling, who “commuted” to the meeting via interactive videoconferencing.

July Membership Meeting

Forty-one members of CTU attended the July 21 quarterly Membership Meeting and annual ice cream social, nine short of the quorum needed to conduct business.

Although not enough CTs attended to make decisions for the Union, those of us present expressed support for the union’s continued participation in the Michigan State AFL-CIO’s legislative battle against State initiatives that will hurt Michigan working families.

Legislative proposals currently in committee would require public employees to pay 20% of their health care premiums and/or “cap” what a public employer could pay for health care and require the employee to make up the difference.

Meeting continued on p. 7

Nominations notice Clerical Technical Union of Michigan State University

Nominations for the offices of President, Treasurer, three (3) Directors and a single member of the Audit Committee will be accepted September 6 through September 13, 2011.

The President, Treasurer and Directors will be elected to serve a term of approximately two (2) years, specifically, from their date of installation through the installation date of their replacements elected in the union’s regularly scheduled election to be conducted in October 2013.

The person elected to the one open position on the Audit Committee will serve a term of approximately three (3) years, until the regularly scheduled election to be conducted in October 2014.

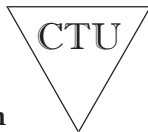
Written nominations will be accepted by the Election Committee or their designees, including CTU Organizational Manager Barb Harris, at the CTU office before 5 p.m. on September 13, 2011.

A nominations meeting will be held on September 13, 2011, at 5:30 p.m. at the CTU office, 2990 E. Lake Lansing Road,

East Lansing, Michigan 48823. Nominations can also be made from the floor of the nominations meeting if the nominee is in attendance. The nomination period will close upon the conclusion of the nominations meeting, at 6:30 p.m.

In order to make a nomination, a member must be in good standing. Nominees have to have completed their probationary period and be in good standing at the close of the nominations period. Self nominations are permitted; seconds are not required. No member shall be allowed to accept the nomination for more than one position. Every nominee will be required to indicate in writing, no later than the conclusion of the nomination period, whether s/he accepts or declines a specific nomination. The names of nominees who fail to accept their nominations will not appear on the ballot.

The Labor-Management Reporting and Disclosure Act of 1959, as Amended, requires that unions use members’ home addresses during the course of the election process. Members should ensure that their most recent home address is on file with the union. Any recent changes of address should be submitted as soon as possible.



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Editorial Policy: The *CT News* is the voice of our union. It is our vehicle for communicating, on a regular basis, the issues that confront us as workers. Through this newsletter we explain union policies, show how dues are spent, and explain the views and actions of the elected leadership for evaluation by the members.

The *CT News* is the voice of the membership. We welcome articles from members and stories about members.

While contributions are welcome, they should be constructive and contribute positively to the welfare of our union.

We will accept no attacks on any union leader or member. We will accept thoughtful discussion of all related issues in the letters section, and reserve the right to reply to those that seem to reflect a misunderstanding of the union and its policies.

Direct ideas, letters, questions and comments to Cherylee Finney.

CT Classifieds

For sale:

◆ **Total Gym 1800 Club exercise machine:** Purchased in October, barely used. \$300 or best offer. Contact Margaret at 517-410-3115.

◆ **Vintage record player console and bc/fm radio:** \$35 OBO. Photos available on request. Contact shellyharbensi@gmail.com.

◆ **Mirror:** 5' x 3', excellent condition. \$40 or make offer. Call Jill 517-202-6322 after 5.

◆ **2 queen sized waterbeds:** Complete, one with dark wood headboard and one oak frame with no headboard. \$75 each. Contact Beth Thomas at mthomas22230@yahoo.com for more information.

For rent:

◆ **2 bedroom town house condominium:** Great location near campus, shopping, and highway access. New 95.5 efficiency furnace. \$815 per month. Contact John at jk_etc@yahoo.com.

◆ **Suite or individual office:** 2990 East Lake Lansing Road in East Lansing. Will work to meet your specifications. Contact the Clerical-Technical Union, 517-355-1903.

2011 General Membership Meetings

The remaining Quarterly Membership Meeting in 2011 will be held Wednesday, October 26 in Room 252 Erickson Hall. The meeting begins at 5:20, but doors open at 5, so come early to socialize. Membership meetings are for making decisions about the Union, asking questions and receiving updates about Union activities.

Executive Board Meetings

We will return to our regular schedule in September:

1st & 3rd Tuesdays at 5:15
CTU Office

All members welcome.

C.A.R.D.S



"Do you have a sympathy card for someone who's moving to a non-union state?"

Services:

◆ **Take a trip to the lake and leave the hard work to us!** Lawn mowing, snow plowing & spring-fall cleaning services at a reasonable rates. Serving the East Lansing, Lansing, Bath, & Charlotte areas. For a free estimate call Alex at 517-202-6568.

Ride share:

◆ **Capital Area Transportation Authority** offers a ride sharing service called Clean Commute that several CTs are using. Contact Clean Commute toll free (877-921-POOL), locally (517-393-RIDE), by fax (517-394-3733), or website (www.cata.org/cleancommute/index.html).

Free:

◆ **Advertise** to your colleagues in the *CT News*. Contact Cherylee Finney at ctnews@msu.edu. The *CT News* accepts ads from CTU members on items for sale and/or services provided by CTU members and/or their household family members.

◆ **CTU Conference Room:** Available free to members (with deposit). For nonmembers, \$25/hour plus deposit. For questions, reservations, etc., contact the CTU office at 355-1903.

President's corner

Politics: State and union

By Deb Bittner

First, an ongoing topic: State politics. We discussed it at our July Membership Meeting and we continue to get calls from members wondering what CTU is doing to defend us.

The concern is well-founded. Michigan's 96th Legislature is turning out to be the most anti-worker, anti-family and anti-union group ever.

In their first six months of office, they reduced the number of weeks of unemployment benefits from 26 to 20; created the Emergency Manager Act that allows appointed bureaucrats to replace elected officials and overturn contracts, including union contracts; prohibited the creation of rules that would make workplaces safer; shifted \$1.8 billion in taxes from businesses to retirees and low wage workers and their families; prohibited collective bargaining terms from being part of government agreements with contractors; stripped collective bargaining rights and protections from teachers; prohibited employer coverage of increased benefit costs during the extension of a contract; etc.

And they're not done. When the legislature returns from their two-month summer vacation, they are scheduled to finalize a decision on two competing bills: Senate Bill 7, which would force employees to pay 20% of their health care premiums, and House Bill 4572, which places hard dollar caps on public employee health care insurance. We don't know the exact form it will take, but something will be passed.

Either proposal will interfere with col-

lective bargaining and employer rights. Workers who have already given up wages or agreed to increased co-pays in order to avoid or minimize premium sharing will be subject to the increases the same as those who have not. Also, the plan hurts the lowest paid workers who will be required to pay a bigger percentage of their wages for health care. Above all, the bill has no impact on the health care industry or insurance companies and, therefore, does nothing to decrease the overall spend on health care. Unlike our efforts with MSU through the Joint Health Care Committee, these laws just pass costs onto the workers.

There are several other anti-worker bills in the works, including one that would cut unemployment insurance even more. And, of course, there's our old enemy, Right-to-Work.

As an organization, the CTU continues to pursue several paths. At the direction of members who attended recent Membership Meetings, the Board has been supporting the Michigan State AFL-CIO's efforts against the anti-union political agenda in Michigan for \$480 per month (30 cents per member). To keep CTU in the center of the action and to have a voice in decisions, I agreed to co-chair the local Community Action Team and I am participating in the multi-union labor/group table. And Board members, URs and staff members have attended several protests and actions proudly displaying CTU banners and signs. [Elizabeth Hoover]

Other members have added their voices to various rallies and lobbying efforts. And it is in this area where the

UNIONS

The Anti-Theft Device for Working People

phrase, "The union *is* the members," really hits home. The rallies are great, and I encourage each of you to attend. Not only do you add to those calling on our elected leaders to represent *us*, but you get to experience solidarity with other citizens who agree that Michigan is being moved in the wrong direction. The rallies are an empowering, visual display that we are not alone. [Janice Masarik]

Also, letters to the editor of local papers or to your elected officials are highly effective. I encourage you to download the Michigan State AFL-CIO's Daily Bill Update at <http://www.miaflcio.org/legislative-action/legislative-report.html>. It provides the current status of bills as well as tools for writing letters to the editor and elected officials. **Remember: Don't use your MSU email address to correspond with legislators on political matters.**

One of the most important things we can do to make a difference is to vote. The people now attacking us got into office because many of us—the middle class, the workers and the poor—stayed home on Election Day. We can't let it happen again.

Which brings me to the CTU elections.

This will be the last editorial I write before our October 25 election, so I want to take the opportunity to encourage every member to get more involved in our great union and consider running for a leadership position.

The bottom line is, there's a first time for everything and regardless of who

Politics continued on p. 8

Leadership duties

The terms of our president, treasurer, three directors and an Audit Committee member will be up this October.

To help us decide who to support, or whether or not to run, it's important to know the duties of the position.

The duties of officers on the Executive Board are laid out in Article V of the Constitution (www.msu.edu/user/ctumsu/ctu.htm or call the office at 355-1903 if you don't have internet access).

In order to fulfill those duties, elected officials are expected to take on many responsibilities. Those expectations, along with the duties of Audit Committee members, are detailed on this page.

President

The President of the CTU is expected to fulfill all of the responsibilities listed for Directors and officers. In order to fulfill the Constitutionally mandated responsibilities of the Office, the President also is expected to:

- keep the Executive Board and organization on track between meetings;
- structure Board meetings;
- provide a long-range view of the organization;
- act as official spokesperson for the CTU, internally and externally;
- remind people of deadlines;
- balance a 40-hour week through the use of flex and comp time, and report to the Board if work demands overload status;
- report activities to the Board and members;
- use full-time released time from MSU position;
- chair Executive Board meetings

Directors and officers

In order to fulfill the Constitutionally mandated responsibilities of any position on the CTU Executive Board, those elected are expected to:

- carry out and honor the oath of office;
- commit the time required to serve the Union including some day, evening or weekend hours;
- support unionism;
- uphold the Union mission and direction as set by the Executive Board and the CTU Constitution;
- make decisions and create policy;
- use input/data from membership, experts, and staff when time permits;

- serve on either the Grievance, Appeals and Trials or Finance Committee;
- represent the CTU at all times;
- attend some labor functions as a CTU representative;
- attend Board meetings, UR meetings, regular and special membership meetings (attendance mandatory);
- when possible, work in conjunction with URs on membership issues;
- keep URs informed and in the loop;
- be able to work as part of a group of people;
- honor issues of confidentiality;
- control rumors/misperceptions.

Audit Committee

This description of the Audit Committee and the duties of its members is taken from Article VI of the Constitution:

- The Audit Committee shall consist of three members. They shall be elected for staggered three-year terms with said election held at the same time and under the same rules as apply to the Executive Board. Members of the Audit Committee may not be members of the Executive Board.

- The Audit Committee shall make or cause to be made at least a yearly audit of the Union's finances and shall report to the membership the result of such audit.
- The Audit Committee shall monitor normal operating expenses and shall serve as an independent communications channel between the members of the Union and the custodians of the Contingency Fund for verification of withdrawals from that fund.

Treasurer

The Treasurer of the CTU is expected to fulfill all of the responsibilities listed for Directors and officers. In order to fulfill the Constitutionally mandated responsibilities of the Office, the Treasurer also is expected to:

- oversee fiduciary responsibilities, pay bills, cooperate with the auditor, research community solicita-

tions, report on the financial impact of decisions;

- chair the Finance Committee;
- prepare the budget with the Finance Committee;
- make quarterly reports to the membership;
- use 25% released time from MSU position in order to fulfill duties.

and negotiations, and sit as *ex officio* member on all internal committees;

- supervise staff;
- chair the Personnel Committee and

report personnel issues to the Board for decision-making;

- vote only to break a tie in an Executive Board vote.



2011 CTU elections schedule

August 2011. Nomination notice distributed through the *CT News*.


September 6 through September 13. Nomination period.

September 13. Deadline of 5 p.m. for written nominations. Submit written nominations to the CTU office secretary or a member of the Elections Committee. That night, nominations will be accepted from the floor during a nominations meeting at the CTU office from 5:30 to 6:30 p.m. The nominations period will close upon the conclusion of the meeting. Candidates will be given an opportunity to speak at this meeting. Upon submission of their nominations, candidates will be given a list of rules and guidelines for the election.


September 20. Deadline of 5 p.m. for candidates to submit a campaign statement/biography (up to 500 words, electronic format preferred) to the CTU office secretary for publication in the *CT News*. Photo arrangements must also be made at this time by contacting Cheryllee Finney at 432-9580 or ctnews@msu.edu.

October 3–October 21. The membership list will be available for inspection by the candidates between 8 a.m. and 5 p.m., Monday through Friday. Arrangements to inspect the membership list must be made by contacting a member of the Elections Committee or the CTU office secretary.

October 5. Election notice will be mailed to the last known home address of all union members.



CTU of MSU
Suite 100
3496 E. Lake Lansing Road
East Lansing, MI 48823-6219



The Labor-Management Reporting and Disclosure Act of 1959, as Amended, requires that unions use members' home addresses during the course of the election process. CTU-MSU members should ensure that their most recent home address is on file with the union. To verify and update your address login at the EBS portal (available at <http://ebs.msu.edu/>), click on the ESS Salary tab, select personal info and go to addresses. Direct questions to the EBS Support office at 884-3000.

October 10. Approximate publication date for the special elections edition of the *CT News*.

October 17. Candidate forums begin.

October 18. Deadline to request absentee ballots from Barb Harris (355-1903, ctustaff@msu.edu) by 5 p.m.

October 24. Absentee ballots need to be at the P.O. box by the end of the day.

October 25. Polling from 7:30 a.m. to 5:30 p.m. Official vote count begins at 6 p.m.

October 26. Officers installed at the Membership Meeting.

November 4. Deadline for receipt of election protests.

November 15. If a runoff election is required, it will take place November 17. No absentee ballots will be available in the case of a runoff election.

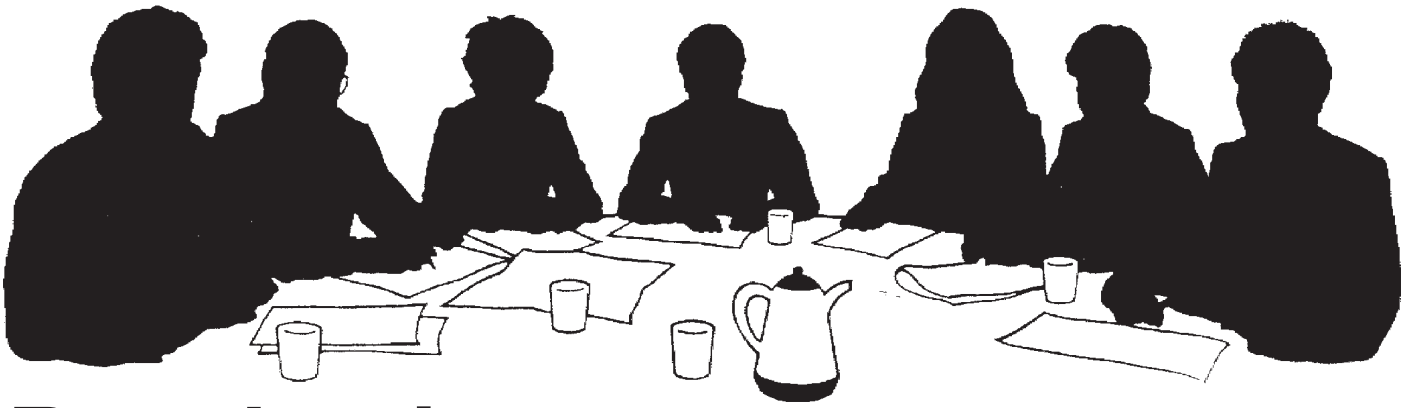
Elections Committee

Five Union Representatives have graciously stepped forward to run the 2011 CTU elections:

- ▼ Liz Owen, Chairperson, owene@msu.edu, 432-6088
- ▼ Brenda Bailey, baileyb@msu.edu, 884-1058
- ▼ Kelli Kolasa, kolasa@msu.edu, 355-7500
- ▼ Tracy Rich, richt@msu.edu, 884-2170
- ▼ Becky Sullivan, sulli306@msu.edu, 884-3374

Contact someone on the committee to submit written nominations and with any questions or concerns about the elections.





Board actions

April—June 2011

The following CTU Executive Board discussions took place April through June 2011. All expenditure decisions are included, but the list does not represent meetings in their entirety. CTs can receive copies of complete minutes through the mail or email by contacting the CTU office at 355-1903.

April 5

Reviewed the Finance Committee's 2011 budget proposal.

Donated \$217 to Mystic Lake—a camp for union members' children.

Renewed OPAC testing software service plan (the software used by members to practice for the Human Resources assessment tests) for \$295.

Renewed \$180 Detroit Free Press yearly subscription.

Renewed 10-year notary public license of a staff member for \$20. Service used by members and by CTU as an organization.

Donated \$100 to Listening Ear Crisis Hotline.

Renewed \$150 yearly subscription to *Inside Michigan Politics*

Voted to buy one \$125 ticket to the "Empty Plate" Fundraiser for the Lansing Food Bank

Received report on the Women's Advisory Committee to the Financial Officer lunch and forum.

April 19

Accepted the operating budget as presented and agreed to present it at the Membership Meeting.

Donated \$100 for the Workers Memorial Day presentation at the Capitol.

Agreed to investigate improved signage for the building.

May 3

Agreed to purchase one-half page ad for \$150 in the program book of the Cristo Rey annual fundraiser festival.

Voted to send three members to Doug Griffith Community Service Award Breakfast and Children's Miracle Network Fundraiser at a cost of \$25 each.

Voted to support the Michigan State AFL-CIO's efforts against the anti-union political agenda in Michigan for three more months in the amount of \$480 per month.

Donated \$150 to Tri-County Office on Aging for Meals-on-Wheels.

Received report on the activities of the Coalition of Labor Organizations at MSU.

Announced the annual CTU Picnic Committee Members: Deb Bittner, Jeanette Robertson, Jan Wallace, along with CTU staff members Barb Harris and Patricia Shackleton.

Received report on the second vegan potluck sponsored by CTU and the Lansing bookstore Everybody Reads. It was well attended and included several CTs.

May 17

Agreed to spend up to \$1,500 to upgrade CTU Member Database to accommodate EBS changes.

Received report on two district meetings: East Fee and Union/Human Ecology.

Reported on progress of contract negotiations and plans for membership activities.

Agreed to share our table at the Michigan Summit with another union group. [Linda Oesterle]

Received report on the Medical Marijuana presentation sponsored by the Labor and Employment Relations Association.

June 7

Approved purchase of two \$40 tickets for the Michigan Women's Historical Center and Hall of Fame Annual Picnic.

Agreed to purchase business card size ad in the amount of \$50 for the César Chávez Commission celebration program book

Reported that CTU contract negotiations are going slowly due to limited bargaining dates but progress being made.

Discussed upcoming union training with speaker Janice Molloy, assistant professor in Human Resources and Labor Relations.

Received report on the Doug Griffith Community Service Award Breakfast. [Nozomi Ikeda]

No soup for you!

July 13, Lansing—CTU was represented by the president and three members of our staff at the Michigan Nurses Association “Governor Snyder’s ‘No Soup for You’ Kitchen.” The event, which took place on the Capitol lawn, was an opportunity for the nurses to reach out to those in need of sustenance and to call attention to the effect Governor



Snyder’s budget cuts will have on the social service programs in Michigan.

Meeting

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“The law is expected to pass,” said CTU President Deb Bittner. “We don’t know how or when it will affect workers at MSU . . . but we do know that it will affect all of us eventually.”

Another law that would have a deep and devastating affect on CTs, she said, would be the proposed “Right-to-Work” bill. She advised that we need to be prepared to act.

Contract Administrator Dan McNeil reported that our layoff situation has greatly improved since 2010. One of the two CTs on active layoff will be returning shortly. Three CTs are working at reduced hours while waiting to bypass into full-time positions. Five CTs are in “bid only” status, having had two bypass opportunities terminated by their new units or themselves.

Several CTs reported that workers who leave are not being replaced in their units. The CTs are afraid they will have new duties assigned to their already burdensome work loads or that the work will be assigned to students, temps, on-calls or others.

McNeil said that the union represents

members when they are held accountable for unreasonable amounts of work and added that it is important for all CTs to monitor what happens to the work when a CT leaves.

“If a CT does the work, then it is CT work,” he said. “The history of the work has a lot to do with winning arbitrations.” [Stacey Ellen Spees]

Many members expressed appreciation to the Negotiating Team for our new Contract. Members of the Team fielded a few questions concerning our new Contract, especially changes to overtime and educational assistance.

Two CTs attended in Grand Rapids via videoconferencing. Amy Henner, the Grand Rapids Union Representative, won one of the \$50 door prizes. Unfortunately, there was no way to share ice cream with members at the Grand Rapids site, but we will investigate ways of doing so in the future.

Other door prize winners were Janet Roe-Darden (\$50), Amy Peebles (four tickets to the Lugnuts Labor Night), Linda Johnson (two tickets to the Lugnuts Labor Night), and Lorie Neuman (CTU sweatshirt).

GEU recognizes importance of grad secretaries

*Submitted by Jackie Lloyd,
GEU Contract Administrator*

Graduate secretaries can play a pivotal role in the success of an MSU graduate student. This relationship can be even more important when the graduate student is also a University employee. Among other tasks, graduate secretaries are often responsible for processing assignments, waivers, and insurance information and communicating department policies to new graduate assistants. Most graduate students soon learn that the graduate secretary is usually the most knowledgeable and accessible member of the department staff.

GEU recently negotiated a new four-year agreement with MSU, and we wanted to address some of the important changes to be kept in mind by CTs processing GA materials in Fall 2011:

- ▼ All Fall 2011 TA’s will receive an annualized 1.5% lump payment in October 2011.
- ▼ We have a new dental plan. Delta Dental PPO will cost GAs \$128.56.
- ▼ The Dental/Vision/Dependent/OEI enrollment deadline is September 30.
- ▼ A new pool of tuition credits is available for TAs who require more than 9 credits. Applications will be accepted for Spring 2012 beginning in October.

More information is available on the GEU website (www.geuatmsu.org).

Lastly, the yellow Membership/Payroll Deduction Authorization cards must be submitted to the Union by September 15.

The GEU has representatives available to attend departmental orientations and meetings to explain the new contract. Contact the GEU office at geu@msu.edu to get us on your agenda.



CTU OF MSU
2990 E. LAKE LANSING ROAD
EAST LANSING, MI 48823-6219

CHANGE SERVICE REQUESTED

UR district news

The following CTs have been appointed to UR positions:

▼ **District 16** (University Housing, Old Purchasing, Food Stores, Laundry, Univ. Services, Power Plant, Angell Building, Surplus and Recycling): **Angel Loveall** can be reached at 355-8520x240 or loveall@mail.msu.edu.

▼ **District 18** (Kellogg Center, Brody Complex): Contact **Cynthia Helms** at 353-8977 or chelms@msu.edu.

▼ **District 24** (International Center, Wells, Central Services Building): Reach **Tracy Rich** at 432-9183 or richt@msu.edu.

▼ **District 32** (Library): **Colleen Drake** can be contacted at 884-0830 or drakec@msu.edu.

District 8 (Grand Rapids Campus): We welcome **Amy Henner** back as UR.

District 22 (Erickson): **Linda Brandau**

has petitioned for reappointment to the UR position in her district. If no other member from her district expresses an interest in the position before 5 p.m., August 29, she will be appointed.

For more information about becoming a UR in your area, contact URCC Chairperson Becky Sullivan (884-3374, sulli306@msu.edu) or Vice President Nancy Gray (353-8632 or grayn@msu.edu).

Politics

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you are, everyone has something to offer. Every one of us was new at one time. We're a union made up of rank-and-file members, and that's the pool from which we pick our leaders.

MSU is a big institution with a wide range of activities, so the more diverse our leaders and representatives, the



Enjoy your union won & secured paid holiday.

better. We need differing viewpoints, new thinking, and fresh ideas. If you're interested in running, please do so!

If you aren't ready for such a commitment yourself, familiarize yourself with the candidates and what they do. Take the opportunity to ask questions. Then participate . . . and vote!