



### Elections

*For help in making decisions in our upcoming elections, see the position duties, p. 4.*



### MSU cycling

*Guest author Tim Potter presents some of the services offered to bike commuters, p. 6.*



### Best Doctors

*Need additional medical advice, a second opinion, a list of available practitioners? p. 7.*



# CT news

The voice of the Clerical-Technical Union of Michigan State University

August 2016



## Thank you!

**D**aniele Reisbig, Development Manager of the Greater Lansing Food Bank, presented the Clerical-Technical Union with a symbol of thanks—a hand-crafted plate—at our July 19 Executive Board Meeting.

This recognition of our union's support in the fight against hunger in the local community was accepted by President Deb Bittner on behalf of the union.

## Nominations Notice:

### Clerical-Technical Union of Michigan State University

**N**ominations for the offices of Vice President, Secretary, four (4) Directors and two (2) Audit Committee members will be accepted September 6 through 13, 2016.

The Vice President, Secretary and Directors will be elected to serve terms 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 2018.

Two people will be elected to the Audit Committee. One person will serve a term of approximately three (3) years, until the regularly scheduled election to be conducted in October 2019. The other person will serve one (1) year, until the regularly scheduled election to be conducted in October 2017.

Written nominations will be accepted by the Elections Committee or their designees, including CTU Organizational Manager Barb Harris, at the CTU office from September 6 through 13, 2016,

by 5 p.m.

A nominations meeting will be held on September 13, 2016, 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 she/he accepts or declines a specific nomination. The names of nominees who fail to accept their nominations will not appear on the ballot.

# CTnews

The voice of the Clerical-Technical Union  
of Michigan State University

PUBLISHED MONTHLY

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Organized and  
independent  
since 1974!

## CTU Executive Board

### President:

Deb Bittner [Deb@ctumsu.org](mailto:Deb@ctumsu.org)

### Vice President:

Rosario Garcia [garciar@msu.edu](mailto:garciar@msu.edu)

### Treasurer:

Jan Wallace [wallac12@msu.edu](mailto:wallac12@msu.edu)

### Secretary:

Tracy Rich [Tracy@ctumsu.org](mailto:Tracy@ctumsu.org)

### Directors:

Pamela Brock [brockp@msu.edu](mailto:brockp@msu.edu)

Sierra Matthews [vandenb8@msu.edu](mailto:vandenb8@msu.edu)

Willie Paulsen [paulsenw@msu.edu](mailto:paulsenw@msu.edu)

Walt Peebles [peeblew@msu.edu](mailto:peeblew@msu.edu)

Jeanette Robertson [robertso45@yahoo.com](mailto:robertso45@yahoo.com)

Pam Sloan [pamsloan@msu.edu](mailto:pamsloan@msu.edu)

Stephen Stofflet [stofflet1@msu.edu](mailto:stofflet1@msu.edu)

## CTU Staff

### Communications Specialist

Cherylee Finney [Cheryl@ctumsu.org](mailto:Cheryl@ctumsu.org)

### Contract Administrator

Rondy Murray [Rondy@ctumsu.org](mailto:Rondy@ctumsu.org)

### Financial Manager

Patricia Shackleton [Patricia@ctumsu.org](mailto:Patricia@ctumsu.org)

### Organizational Manager

Barb Harris [Barb@ctumsu.org](mailto:Barb@ctumsu.org)

## 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.



Labor Day 2016  
Monday,  
September 5

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R. HUGHES

For many, Labor Day is a day of rest that marks the end of summer. However, this union-negotiated holiday is also an important reminder of workers' continued fight for fair wages and fair treatment. We have come a long way since Labor Day was established in 1882 to celebrate the strength of the American workforce, but in recent years, the attacks against our rights have escalated, requiring increased vigilance.

## CTclassifieds

### For sale:

▼ **White desk top with two foot extension:** Perfect for quilting. Asking \$100. Please contact through email: [ncailloue@hotmail.com](mailto:ncailloue@hotmail.com).

### Services:

▼ **Dog daycare:** Let your dog run, play and wag while you are gone all day. Adam Scheidt, founder and dog enthusiast, has studied dog body language, play style, safe set-ups, fight prevention and more so your pal can have a stimulating day free from stress! Only four minutes from campus. Visit [www.facebook.com/MiMuttHut](http://www.facebook.com/MiMuttHut) for more information and call 517-648-9244.

▼ **Skills assessment software:** The CTU makes the software and a work

station available to members so that they can practice for the university's skills assessment tests. This is the same software that Human Resources uses to evaluate skills in Word, Excel, PowerPoint, Access, and more. Call 355-1903 to make an appointment.

▼ **Ride share:** Capital Area Transportation Authority offers a ride sharing service called Clean Commute. Options include carpooling and vanpooling with emergency rides home if needed. Contact Clean Commute at (517-393-RIDE), or get additional information on their web page (under "CATA Services" at [www.cata.org](http://www.cata.org)).

### For rent:

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

### Free:

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

▼ **Advertise** to your colleagues in the CT News. Contact Cherylee Finney at [Cheryl@ctumsu.org](mailto:Cheryl@ctumsu.org). 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. See advertising guidelines at [www.ctumsu.org/news/ct-classifieds](http://www.ctumsu.org/news/ct-classifieds).

## Membership Meetings

The final 2016 CTU Membership Meeting will be held in 252 Erickson on Wednesday, October 26. It starts at 5:20 p.m., but doors open at 5 p.m. 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

1st & 3rd Tuesdays at 5:15

CTU Office

Members welcome!

# The crazy days of summer

President Deb Bittner

Summer Greetings!

## Take your vacation

By the time you read this, many of you will have taken some summer vacation. Or you are about to go on vacation. I hope that you all got some time away, even if it was just to stay home and do home projects, and that includes the “catch up on sleep to refresh” goal.

As I often write, workers struggled greatly to get paid vacations built into collective bargaining agreements, which translated into many, many *non-union* people getting paid time away as well.

It has become part of our culture: We think we are entitled to paid time away from work! However, this is not true for everyone. Many workers are not guaranteed—and do not get—paid vacations, breaks, sick time or even funeral leave for members of their immediate families. It is our “right” only because it has been negotiated into our contract.

Using your accrued vacation hours is one of the ways you can help honor the hard-working women and men across the country who sacrificed to lay the foundation for workers’ benefits and, closer to home, those who negotiated the right to paid vacation into our particular contract.

So I hope you took vacation time or are going to soon.

## Work life balance

Speaking of work and life balance, the new MSU WorkLife Office has a couple of upcoming events.

They are hosting the “**Spartans Will Be Great Dads Second Annual Fatherhood Forum**,” which will be held on September 30, 2016.

They are also asking for nominations for the **2016 Outstanding Supervisor Award**. The deadline is August 29, 2016. We often talk about the bad supervi-

sors or managers, but there are a lot of good people on that side of the table. If you have one of the good ones, take the time to nominate your supervisor for this award. You will be glad you did.

For more information on these two items, visit the MSU WorkLife Office website ([www.worklife.msu.edu](http://www.worklife.msu.edu)) or call 517-353-1635.

## Political season

It’s also that time of year when I remind you that we are in the political season (if you didn’t know!).

It is important to support labor candidates, especially those in the “little” races in your communities like county commissioners, school boards, city councils, etc. These races are often overlooked but can have a huge impact on our lives. Many times the people running are your coworkers, or neighbors, or local labor leaders, and they don’t have any more money to run a campaign than you do. They just saw a need and stepped up to fill it. Look for those candidates in your community and see if you can squeeze in some volunteer time to help them out. Most would love the assistance in the currency of “time and talents” to help get their message out. If you cannot contribute, just offering words of encouragement goes a long way, too. Support those who support you and grow our communities in positive ways.

## At the CTU office

Whenever we talk work and work life balance, we always seem to talk about



“It’s important to live a balanced life: eight hours for sleeping, eight hours for working and eight hours for working harder!”

how busy we are. It seems like the more we use technology and our time-saving gadgets, the more work we have and the faster we are supposed to accomplish it all! It isn’t any different for our staff at CTU than in your workplaces. We are busy every day with new problems and new areas to monitor.

As you know, our longtime contract administrator, Dan McNeil, retired and we hired Rondy Murray to replace him. Having been a longtime leader in CTU before other work adventures, Rondy slid right back into the role of contract administrator. Her work and representation of CTs has been solid and our team is strong. [Aprile Davis]

But we have found that there is so much more that we can be doing . . . but not enough time to do it. So CTU is beginning our process to hire another contract administrator to ease the work load and manage new projects. We are in the process of crafting the position description and getting the notice out. Look for more on this in future months.

Happy summer days to you! Fall and students and football are right around the corner! Enjoy all you can of the beautiful sunlight and Michigan landscape.

*Deb*

# Leadership duties

**W**e will be electing a vice president, secretary, four directors and two Audit Committee members 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.ctumsu.org/about-the-ctu/constitution-of-the-ctu](http://www.ctumsu.org/about-the-ctu/constitution-of-the-ctu) 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.

## Vice president

The Vice 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 Vice President also is expected to:

- serve as the Executive Board liaison to the Union Representatives and the Union Representative Coordinating Committee;
- substitute for the President, as necessary;
- chair the Grievance Appeals and Trials Committee;
- serve as authorized signatory of the Union;
- use 25% released time from MSU position in order to fulfill duties.

## 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.

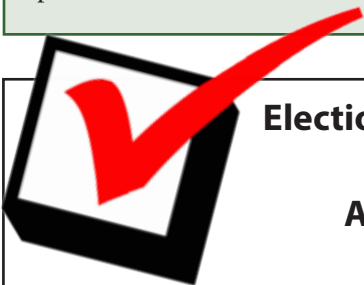
## Secretary

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

- oversee maintenance of the current

membership list;

- stay informed of new members, including information they receive from the Union;
- conduct New Member Orientations;
- take minutes at Board and membership meetings.



**Elections materials, information, and updates will be posted under "Elections 2016" on our website at [www.ctumsu.org](http://www.ctumsu.org).**

**And be sure to check out and like the CTU facebook page at [www.facebook.com/CTUofMSU](http://www.facebook.com/CTUofMSU).**

# UNION ELECTIONS COMMITTEE

**F**our members have stepped forward to run CTU's 2016 elections. Please direct questions or concerns about the CTU elections to:

- ▼ Brenda Bailey, 884-1036, [baileyb@msu.edu](mailto:baileyb@msu.edu)
- ▼ Sierra Matthews, 353-3949, [vandenh8@msu.edu](mailto:vandenh8@msu.edu)
- ▼ Liz Owen, 432-3721, [owene@msu.edu](mailto:owene@msu.edu)
- ▼ Pamela Sloan, 353-8670, [pamsloan@msu.edu](mailto:pamsloan@msu.edu)

## Know your contract

## Elections Committee

**A**rticle IV, Section 6 of our constitution establishes the duties of the Elections Committee:



The Elections Committee shall conduct and supervise all elections; it shall pass on the rights of members presenting themselves to vote if such right is challenged, and shall keep records of the members voting. The Committee shall canvass the vote in the presence of all candidates or their designee desiring to be present at such canvass, and shall keep proper tallies of the count. The votes cast for candidates shall be counted immediately after the close of the polls and shall be reported to the membership if still in session or to the Executive Board who shall be required to meet within 48 hours to certify the vote. No member of the Elections Committee may be a candidate for office.



**July 14 Membership Meeting**—Union Representatives Shirley VanDorp and Stacy Patton check in UR April Moore.

## CTs beat the heat in July

## Membership meeting

**T**hirty-two members on the East Lansing and Grand Rapids campuses gathered on July 14 to exchange information and eat some ice cream. The occasion: our Annual Ice Cream Social and Membership Meeting.

After giving the financial report, President Deb Bittner raised several points for discussion, starting with our need for a second Contract Administrator. Although CTs are receiving great representation with current CA Rondy Murray, she said, we need someone to focus on some crucial projects such as classifications.

"We're keeping up," she said, "but we don't want anything to fall between the cracks."

She asked volunteers and candidates to step forward for the upcoming CTU elections. [Catherine Vaughn]

The meeting included a discussion on members-only benefits that the CTU could offer. Members suggested legal and financial services, health and wellness assistance, etc. This is an ongoing topic, Bittner said, that will be revisited.

Bittner reminded attendees that MSU goes tobacco free on August 15 and that the university has authorized released time through the end of 2016 for employees to

attend MSU's free Breathe Easy Tobacco and Nicotine Cessation Program.

We also discussed the many local construction projects that are being done with both non-union and non-local labor. Bittner has participated in some of the informational pickets at these sites.

During a discussion on the November elections, several members expressed interest in local labor candidates and inquired about having CTU provide a list or FAQ that would direct members to candidates that support our interests.

Door prize winners: Katy Shelton and Walt Peebles each won \$50, Amanda VanKoevinger won a gift basket, Mary King won coupons for ice cream from the MSU Dairy Store, Brenda Bailey and Sierra Matthews won games made in the U.S.A., and Shawn Rayon won a CTU lunch bag.





## Bike friendlier MSU

Tim Potter, Guest Contributor

**MSU** has a lot of very bike-friendly facilities and services available to help make bicycling more convenient as well as encourage more people to ride bikes on and to/from campus for their commute.

Ten years ago, the university established a full-service bike center, known as the MSU Bikes Service Center, in the old canoe rental facility in the south end of Bessey Hall, which is very centrally located on campus. The Center offers a complete range of repairs, rentals and sales of new and used bikes as well as accessories to keep you and your bike rolling safely. Our website (<http://bikes.msu.edu>) gives much more information. The Center is staffed by university employees and is open year round, weekdays, 10 a.m. to 5 p.m. Feel free to bring your bike inside when visiting for service.

Parking your bike outside while at work can be worrisome especially if you ride a nicer bike. Thankfully, in addition to well over 8,000 outdoor bike parking racks outside every building on campus, there are secure bike parking garages in two locations: north and south in the car parking ramps on Trowbridge Road (Ramp 5) and on Grand River Avenue (Ramp 6). These parking facilities are

membership based and managed through the Center.

Concerned about showing up to work all sweaty and smelly? Well, we also have free dedicated full-size lockers and showers that are available to bike commuters at the IM Circle. These lockers normally cost over a \$100/ year to rent, but they're free for your use by simply completing a short survey and providing your basic information.

Ever been out on campus riding and needed a common tool or an air pump to tweak your bike? Well, we've now got five new DIY bike stations around campus, one in each residential neighborhood!

Not sure which route to take to/from home in the Tri-County area? We provide maps that show recommended routes and those to avoid as well as all of the off-road pathways scattered around the area to help you find a safer way to and from and around campus.

To learn where all of the on-campus bike facilities (bike lanes, secure bike parking, DIY repair stations, etc.) can be found, check out our current bike map of campus.

These and other resources can be found under "Commuter Resources" on the MSU Bikes Service Center blog at <https://msubikes.wordpress.com>.

*Tim Potter is the Manager at MSU Bikes Service Center.*

## Heard it on the radio

**T**he Union Edge, labor's talk radio station, interviewed President Deb Bittner on July 28. She talked to host Charles Showalter about how MSU unions have banded together to fight back against rising health care costs.

She mentioned our initial difficulty in getting the University to see the benefit of partnering with the unions to slow escalating health care costs.

"It was a little bit of a process but it has paid off in big dividends for all of us," she said, referring to the tens of millions of health care dollars saved by our collective efforts and the unions' success in securing decent benefits and wages for workers.

"It doesn't do anyone any good if Michigan State is not successful," she said, explaining why it is important for unions to help solve problems with the employer.

Showalter asked how the unions and the university have managed to maintain their relationship through the years.

"It works," Bittner replied. "That's helpful." [Kathleen Merony]

Listen to The Union Edge online at [www.theunionedge.com](http://www.theunionedge.com). To hear the interview, click on Podcasts and search for Bittner.



# Best Doctors:

## *A great but often overlooked benefit*

The days are long gone when we accepted doctors' diagnoses without question, probably not such a bad development considering that most of us will be misdiagnosed at least once in our lifetimes (according to the Institute of Medicine). On the other hand, we now are expected to become "informed consumers" of health care—all the while focusing on our families, our jobs, our educations, etc.—sometimes at the exact time we are medically compromised. What are we supposed to do, go out and get medical training in our spare time?

To address this problem, the Joint Health Care Committee, composed of representatives of MSU's unions and hu-

man resources, employed Best Doctors to provide advice and second opinions concerning medical diagnoses and care. The service is available to anyone who is eligible to be insured in MSU health plans (including family members).

An individual can ask a simple medical question or get a second opinion that includes a comprehensive evaluation of her or his medical condition. Best Doctors is even able to help someone find an available doctor in the area.

The service is easy to use, confidential, and **free** to the individual member!

And the advice is just that—advice! No one is obligated to follow a Best Doctors recommendation.



By connecting patients and their treating physicians to world-renowned medical experts, Best Doctors not only improves outcomes and provides some peace of mind to participants, it also has a positive impact on our health care spend.

Because our health care contract ties pay raises to minimizing health care costs, saving health care dollars can result in higher wages for MSU's support staff.

In their 2015 Annual Report, Best Doctors cited the case of an MSU employee who sought a review of her medical records. She had been referred to a specialist for spine and ankle surgery. The employee considered the findings of Best Doctors, and as a result, decided to pursue a different course of treatment, which had the added benefit of saving almost \$206,000. However, she could have rejected Best Doctors' advice and proceeded with the surgery. And she can always change her mind if her current treatment doesn't work out.

[Stephen Stofflet]

In 2015, Michigan State University realized cost savings of \$906,565 as a result of employees consulting with Best Doctors, according to the same report. And the more people who use the service, the larger those savings can be.

Best Doctors is easily accessible by phone or over the internet.

### HOW THE PROCESS WORKS:

- 

1. If you find that your symptoms aren't improving, you don't understand your diagnosis or you are considering different treatment options, **contact Best Doctors.**
- 

2. You will be assigned a Best Doctors clinician to help guide you through the process.
- 

3. With your permission, Best Doctors can collect and consolidate your medical records for you, so there is no need to travel or call anyone else.
- 

4. Best Doctors then carefully identifies the right Expert physician from their proprietary database of over 53,000 of the world's very best doctors.
- 

5. The Best Doctors Expert(s) will conduct an in-depth review of your medical case and provide an easy-to-understand report that either confirms your diagnosis and treatment or recommends a change.



Best Doctors®

members.bestdoctors.com

866.904.0910



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

CHANGE SERVICE REQUESTED

## CTcalendar

**August 16, September 20.** Executive Board meets first and third Tuesdays, C-T Union Hall, 5:15 pm. Members welcome. (The **September 6** meeting is canceled because of the **September 5 Labor Day Holiday**.)

**August 20.** Labor Night 2016 at Cooley Law School Stadium, 7:05 p.m. Lansing Lugnuts vs. Southbend Cubs. Let's go Nuts together! Sit together in a block of reserved seats held for

**August 29.** What does your supervisor deserve? An award? The deadline to submit nominations for the 2016 Outstanding Supervisor Award is **Monday, August 29**. Visit the MSU WorkLife Office website ([www.worklife.msu.edu](http://www.worklife.msu.edu)) or call 517-353-1635 for information and a nomination form.

mid-Michigan union members and their families! Tickets just \$11 each for box seats. Free player autographs before the game! Contact Nick Brzezinski 517-485-4500 x284 for tickets.

**September 6–13.** Nominations accepted for CTU elected leadership positions, culminating with a nominations meeting at the C-T Union Hall on **September 13**, 5:30 p.m.

**September 9.** "The Elusive Post-war Boom: Metro Detroit Autoworkers in the 1950's," Daniel Clark, History Department, Oakland University. This is the first of the 2016/2017 Our Daily Work/Our Daily Lives brown bag luncheons, a cooperative project of the Michigan Traditional Arts Program (MSU Museum) and the Labor Education Program (MSU School of Human Resources and Labor Relations). 12:15–1:30 p.m. in the MSU Museum Auditorium. [Pamela Kramer]

## URdistricts

**District 22** (Erickson Hall): The UR position is open because of **Linda Brandau's** retirement. We thank Linda for her many years of service to the union, and we wish her the best in her future endeavors. Anyone wishing to fill the vacant position should contact Vice President Garcia (see below).

**District 39** (Communication Arts and Sciences Building): **Rachel Iseler** has been appointed UR. She can be reached at 432-3676 or [rachel@msu.edu](mailto:rachel@msu.edu).

If you are without a Union Representative in your district, please consider volunteering for this important position. URs receive training, support and released time to help them fulfill their duties. Contact Vice President **Rosie Garcia** at 355-9672 x273 or [garciar@msu.edu](mailto:garciar@msu.edu) for more information about becoming a UR.