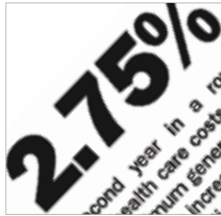




CTU Teamwork apron on sale

We are making our popular picnic aprons available to members, p. 2.



April 2020 raise

For the second year in a row, we will receive a 2.75% increase, p. 3.



Fall elections

What you need to plan for the October CTU elections, pp. 4-5.



CT news

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

August 2019

This year's elections take place on October 22. Details will be made available in this and future newsletters as well as at www.ctumsu.org.

Nominations Notice:

Nominations for the offices of President, Treasurer, four (4) Directors, and two (2) Audit Committee Members will be accepted September 3 through September 10, 2019.

The President, Treasurer, and three (3) 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 2021.

One (1) Director will be elected for one (1) year to complete a vacated term, specifically from their date of installation through the installation date of their replacement elected in the union's regularly scheduled election to be conducted in October 2020.

One person will be elected to the Audit Committee to serve a term of approximately three (3) years, until the regularly scheduled election to be conducted in October 2022.

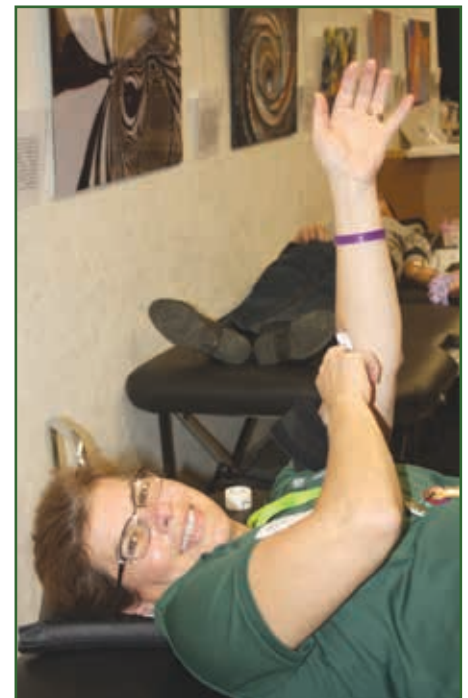
One person will be elected to the Audit Committee for two (2) years to complete a vacated term, specifically from their date of installation through the installation date of their replacement elected in the union's regularly scheduled election to be conducted in October 2021.

Written nominations will be accepted by the Elections Committee or their designees, including CTU Organizational Coordinator Tiffany Westendorf, at the CTU office from September 3 through September 10, 2019, by 5 p.m.

A nominations meeting will be held on September 10, 2019, 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.



July 30, 2019, FRIB—CTU member and volunteer Katie Shelton rests after making a donation.

Blood drive success!

CTU cosponsored the June 30 blood drive at MSU's Facility for Rare Isotope Beams by providing registration, snacks, drinks, and other assistance. Fifty-one bags of blood were collected.

A big "thank you!" goes out to everyone who made a donation and to all of the volunteers: Deb Bittner, Susan Chalgian, Lisa Clore, Rosie Garcia, Zamie Malone, Brianna Robinson, Katie Shelton, Nora Sleasman, Darlene Swiler, Angel Toth, Kellie Upton, and Shirley VanDorp.

CT news

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

PUBLISHED MONTHLY

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Organized and
independent
since 1974!

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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.

CTclassifieds



CTU Teamwork Aprons for sale

We had such a positive response to the aprons worn at the CTU picnic that we are offering them for sale to members.

The aprons are full length (21x28 inches) and made in the United States. They are an easy-wash, stain-resistant,

polyester/cotton twill with two pockets, long waist ties, and an adjustable neck strap. We are offering them at \$15 each.

Call 355-1903 if you're interested. Once we have several orders, we'll contact the supplier.

For sale:

▼ **Vintage dresser with mirror:** Asking \$200. Call or text 517-881-2317 for pictures or to make an offer.

Services:

▼ **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. 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*. Send the ad copy to Cheryl@ctumsu.org. We accept ads from CTU members for items and/or services provided by CTU members and/or their household family members. See the guidelines at www.ctumsu.org/news/ct-classifieds. [Sarah Kosloski]

Membership Meetings

The final CTU Membership Meeting of 2019 will take place Wednesday, October 23, in 1310 Anthony Hall. Meetings start 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

Board meetings are regularly held in the CTU Office twice a month on first and third Tuesdays, but changes in dates and times may occur. Call before attending.

Members welcome!

Raises, dues, plans & holidays

President Deb Bittner

Late summer greetings! It's August and we're already asking, "Where did the summer go?" Summer just never feels like it did when we were kids—when we got a *real* vacation.

Here at your CTU office, we are busy. We are preparing to hold this fall's elections and tackling some special projects. Of course, the day-to-day work of communications and defending members in the workplace is ongoing. And, while the MSU presidential search is complete, I am still involved in welcoming activities and meetings to help Dr. Stanley get acquainted with the university's staff and unions.

April 2020 raise: 2.75%

We continue our efforts to keep health care quality high and costs low so that our savings will pay off in higher raises—like the 2.75% general increase we will receive on April 1, 2020 (Good job, CTs!)

While we celebrate this success, however, I am aware that some university employees (including CTs) don't understand the MSU unions' groundbreaking efforts to control health care costs while pursuing raises. They are unaware of our historical 2006 initiative to ensure fully funded health care (with a no-premium option) by tying raises to health care savings. They don't know about the long hours we put into partnering with the university, on an ongoing basis, to research and review health care vendors and plans. They don't know that all of the unions at MSU work in coalition to achieve quality health care and keep costs low—a win for our members, for the university, for taxpayers.

So, one of our projects in the coming months is talk about our achievements, how health care works at MSU, and our

constant efforts to improve the system. [Eric Tervol]

Why should I pay union dues?

Most of us know that Michigan right-to-work laws allow employees to receive all union negotiated benefits, pay raises, and representation but pay zero to support those efforts. We are subsidizing our coworkers who make this decision.

I am happy to report that the majority of CTs understand the need to support their union resource. They want to pay their fair share. If someone is confused or not sure about membership, I appreciate "the ask." When it's explained, CTs almost always "get it" and check the "yes" box.

I find that gratifying, but it also shows the need to educate everyone in the bargaining unit, especially new hires, about the value of being in a union.

Learn about your union

Another way to learn about your union is by attending New Member Orientations. They are instrumental in allowing new and long-term members and union leaders to meet and ask questions about dues and lots of other issues. Watch for announcements about upcoming meetings.

New member meetings almost always include conversations about the value of unionized labor, which I view as being in a partnership with the employer. Unions help lay a foundation of mutual respect in the workplace that leads to the success of both workers and the employer. Again, I am finding that we need more education on what labor has done for society and the workplace. If you have ideas on how we share this or provide for more educational opportunities, please let me know.

And please try to join us this fall for a new member orientation. Perhaps you'll learn something new.

2.75%

For the second year in a row, we kept increases in health care costs low enough to ensure the maximum general raise of 2.75%. CTs will receive this increase next year on April 1, 2020. Congratulations to the members of all of MSU organized labor for our excellent stewardship of our health care benefit.

Labor Day—September 2

So, yes, we need more labor education, which brings up one of my favorite days—our next major holiday until Thanksgiving—Labor Day. This day has come to symbolize a lot of things, but it is good to remember that it was originally set aside to honor the creation of the labor movement, a movement dedicated to the social and economic achievements of American workers. Labor Day is a yearly national tribute to the contributions workers have made to the strength, prosperity, and well-being of our country.

The American trade union movement—unlike any other labor movement in the world is committed to working within the American political and economic system in order to achieve the social and economic justice promised by the Declaration of Independence and the Constitution.

—George Meany, AFL-CIO, 1978

As we enjoy our last summer holiday, let's remind ourselves of all we have achieved as part of the labor movement and be proud to be American workers. Let's also be extra kind to the workers we meet who assist us in the grocery or convenience store, gas station, shopping center, or wherever we stop as we are out and about on Monday, September 2.

Happy Labor Day to you, and I'll end with a quote I like from Samuel Gompers in August of 1893 that seems to be as relevant today as it was in his time:

"What does labor want? We want more schoolhouses and less jails, more books and less arsenals, more learning and less vice, more constant work and less crime, more leisure and less greed, more justice and less revenge."

Leadership duties

The terms of our president, treasurer, four directors and two Audit Committee members are scheduled to end this October.

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

The duties of officers on the Executive Board are laid out in Article V of our Constitution (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 are detailed on this page.

The 2019 CTU Elections will be held Tuesday, October 22.

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 and

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.

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 solicitations,

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.

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.

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.



2019 CTU elections schedule

August 2019. Nomination notice distributed through the CT News.

September 3 through September 10. Nomination period.

September 10. Deadline of 5 p.m. for written nominations. Submit written nominations to the Organizational Coordinator Tiffany Westendorf 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 process.

September 17. Deadline of 5 p.m. for candidates to submit a campaign statement (up to 500 words, electronic format preferred) to Westendorf for publication in *CT News*. Photo arrangements must be made at this time: Contact Cheryllee Finney at 432-9580 or Cheryl@ctumsu.org.

October 1-16. Requests for absentee ballots accepted. Requests must be received by 5 p.m. on October 16.

October 14. Week of publication for the special elections edition of *CT News*.

October 14-18. The membership list will be available for inspection by the candidates between 8 a.m. and 5 p.m., Monday through Friday. Arrangements must be made by contacting a member of the Elections Committee or Westendorf.

October 14. Candidate forums begin.

October 16, 17, 18, 21. Walk-in, absentee voting available at CTU (specific times not yet set). On-site voting days for Detroit Medical Center, Flint, Grand Rapids, and Macomb sites will be announced.

October 22. Polling 7:30 a.m. to 5:30 p.m. Absentee ballots must be received at the CTU office by 5 p.m. Official vote count begins at 6 p.m.

October 23. Officers installed at the Membership Meeting.

October 29. Deadline for receipt of election protests.

November 12. Runoff election if required.

Election updates and other CTU news



Elections materials, information, and updates will be posted under

“Elections 2019”

on our website at

www.ctumsu.org.

And be sure to check out and “like” the CTU facebook page at

www.facebook.com/CTUofMSU.



Board actions

April through June 2019

Board meetings are regularly scheduled twice a month, on first and third Tuesdays, and members are welcome to attend starting at 5:15. The CTU constitution requires the executive board to meet at least once a month.

This article includes board actions that took place April through June 2019. All expenditure decisions are included, but the list does not represent meetings in their entirety. Members can receive copies of complete minutes through the mail or email by contacting the CTU office at 355-1903.

April 2

Donated \$500 to sponsor the showing of “Detroit 48202: Conversations Along the Postal Route,” a film about a community impacted by the deindustrialization of our state. Sponsorship bought recognition of our union at the event and thirty tickets to the Capitol City Film Festival.

Purchased eight \$30 tickets for the Capital Area United Way “Women United Lighting the Path Luncheon.”

Purchased two \$20 tickets to the Mid-Michigan Labor and Employment Relations Association (LERA) lunch meeting: “Michigan Paid Medical Leave Act.”

Discussed the need for new office furniture and shelving.

Received report of the vice president about union training, UR recruitment, and district meetings.

Received report on Labor Notes conference. [Edward Jackson]

Discussed preparations for the April 25 Membership Meeting.

Received president’s report: discussion of contract ratification, personnel, the

picnic, April 1 raise, new member orientations. [Darlene Zajac]

April 16

Agreed to send up to four people to the Doug Griffith Community Service Awards Breakfast at \$25 per ticket.

Donated \$100 to Capital Area United Way in honor of Glenn H. Freeman, Jr., a Michigan labor leader who was very supportive of CTU.

Decided to purchase six \$15 tickets to the LCLAA (Labor Council For Latin American Advancement) Greater Lansing Area Scholarship Dinner and to place a \$25 business card sized ad in the program.

Received president’s report about the CLO’s (Coalition of Labor Organizations at MSU) meetings with MSU trustees, the director of Employee Relations, and the director of MSU’s WorkLife Office.

Received report on LERA’s presentation on the Michigan Paid Medical Leave Act.

May 21

Agreed to renew OPAC Testing Software for another year at \$295.

Donated \$1,001 for the Multi-Disciplinary Trauma-Informed Response to Sexual Assault Investigations Symposium being held by MSU Police. Sponsorship includes one complimentary registration and union recognition both at the conference and in promotional materials.

Received president’s report: staff members are working with the new senior contract administrator, CTU received a notice requesting a wages and benefits re-opener for its support staff, the university has scheduled a meeting to discuss

the College of Law merger.

Received president’s request for Elections Committee volunteers.

Received a report on the Lighting the Path luncheon.

Received report on the “Empty Plate” fundraiser: It was an amazing event, CTU donated an extra \$50 at the event.

Received report on the MSU Department of Theatre Gala. President Bittner was awarded the Friend of the Year Award.

Received report on the 24th Annual Doug Griffith Community Service Award and Children’s Miracle Network Breakfast fundraiser. The event raised approximately \$8,000.

Received report from CTU’s representative to the President’s Advisory Committee on Disability Issues (PACDI): CTU Director Stephen Stofflet is now the new PACDI chairperson, PACDI’s focus will be on visibility and action.

Received secretary’s report on New Member Orientations.

June 4

Agreed to transfer \$25,000 from the operations savings account to operations checking.

Received president’s report: selection of the new MSU president, integration of the College of Law into the university, Joint Health Care Committee’s (JHCC) work on prescription medication coverage.

Received vice president’s report: UR recruitment on Flint campus, reorganization of campus districts.

June 11

Donated \$250 to the Greater Lansing Food Bank to assist with children’s summer programs.

Agreed to pay \$199 registration fee for the new Contract Administrator to attend webinar, “Exempt and Non-Exempt Employees—Which is Better?” [Editor’s note: webinar was canceled].

Received president’s report on College of Law developments.

Received vice president’s report on union training, district meetings.



July 11 Membership Meeting—CTU member Justin Rabineau registers with Director Shirley VanDorp and Office Manager Tiffany Westendorf.

July Membership Meeting

CTs attending their first Membership Meeting helped us achieve a quorum in July

After approving minutes of the October 2018 meeting, members voted to transfer \$84,103.59 from the contingency account to operations in order to reimburse expenses for negotiations and cover the cost of printing and distributing the new contract when it becomes available.

Members were able to take these actions because we surpassed our quorum requirement. Fifty-four members attended, several for the first time.

Treasurer Tracy Rich proceeded to give an account of our current financial situation. Rich reported that the union has spent about \$5 per member this year in charitable donations. She said this is money well spent.

“It’s a great way to let the community know that we are here and we make a difference,” she said, adding that these donations also help ensure that important services are available to members and our

families in case we are in need.

President Deb Bittner introduced the office staff, including new Contract Administrator Sean Temple and new Financial Coordinator Angelica Garcia.

Bittner asked members to consider either running for union office or helping with the elections. She reminded attendees that candidates will be appointed by acclamation if none of the races are contested. [Jennifer Nelson]

Other topics included a report on our successful forty-fifth anniversary picnic, work on classification issues, and plans to revise our Union Representative districts. Members interested in becoming a UR should contact Vice President Rosie Garcia.

Door Prize winners: Helen Farr won the \$100 Quorum Prize, Shirley VanDorp won \$50, Mary Firdawsi won the summer prize, JoAnn Villarreal and Nicole McKenzie each won a CTU apron, Kristen Rule won a CTU umbrella, Patrick Mercer and Stephanie Farrell won two vouchers each to Brody Square, Justin Rabineau and Eric Tervol won two single scoops of ice cream each from the MSU Dairy Store, Holly Purves and Christian Millan-Hernandez won CTU promotional items.

Welcome Sean

Hailing from East Lansing, Sean Temple received his undergraduate degree from MSU and his Master of Labor and Industrial Relations from Cornell. Before joining CTU, he worked as a human resources professional in Fortune 100 and government organizations.

“We are happy that Sean has decided to round out our staff. He brings a lot of skills and perspective that are important to our success,” said President Deb Bittner.

Temple will join Meredith Place in administering the CTU contract and will work with Senior Contract Administrator Jim Nash.

“I’m excited to be part of a great institution and part of the long history of the CTU,” Temple said, “and I’m excited to be able to help you stand up for your rights.”



Welcome Angelica

Having worked with CTU as a student employee over the past year, Angelica Garcia recently joined us as Financial Coordinator. In this role she will handle our day-to-day bookkeeping, process checks and dues cards, etc.

“My mom and dad are both active union members,” she said, “and I’m really happy to work for a labor organization and be a member of a union.”

Garcia is also working on her degree in social work.



Mark your calendars

Membership Meeting
Wednesday, October 23
1310 Anthony Hall, 5:20 p.m.



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

CHANGE SERVICE REQUESTED

CTcalendar

September 2. Labor Day. A paid holiday, courtesy of the union movement.

September 3-10. Nomination period for CTU elections. A nominations meeting will be held September 10 from 5:30 until 6:30. See page 5 for details.

September 12. “The Starting Line: Beginning to Save for Retirement.” Sometimes it’s hard to think about retirement when you’re just starting out in your career. The truth is, that’s when thinking ahead can do the most good! Presenter: Chris Burgess. For additional information, email the MSU WorkLife Office, girdwoo1@msu.edu. Noon–1 p.m. 49 Abbot Road, Room 30 MSU Union Building (garden level), Register at <http://www.cvent.com/d/vyqxmj/4W>.

September 13. An online webinar of the above presentation, “The Start-

ing Line: Beginning to Save for Retirement,” will be available from 9–10 a.m. Registration link: <https://event.on24.com/wcc/r/2058740/2D6BB39A6F78F5C492FA43D74B60D1D7>.

September 17. Executive Board meets. 5:15 p.m. CTU Conference Room. Members welcome.

October 11. 29th Annual Empty Bowls. A \$20 donation gets you a handmade bowl made by members of Greater Lansing Potters’ Guild and Clayworks Pottery, plus a light meal of soup, bread and water. Troppo, 111 E Michigan Ave, Lansing, 11 a.m.–1:30 p.m.

URdistricts

We welcome our two new Union Representatives:

Flint Campus: Kiaya Geohagan was appointed UR. She can be contacted at geohagan@msu.edu or 810-600-9172.

District 22 (Erickson Hall): Jamie Archer was appointed UR. Contact Jamie at archerj3@msu.edu or 355-1741.

Interested in becoming a Union Representative? Contact Vice President **Rosie Garcia** at 908-7273 or garciar@msu.edu for additional information.

Quote: “Only a fool would try to deprive working men and working women of their right to join the union of their choice.”

—Republican President Dwight D. Eisenhower

Served from January 20, 1953 – January 20, 1961