



Thanksgiving hosts

Host international students and scholars in your home, p. 3.



Congrats

to the APA and APSA unions on reaching tentative contract agreements, p. 4.



Union leaders

In their own words, why these members chose to join the CTU leadership team, pp. 5-7.



CT news

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

September/October 2019

Our Final 2019 Membership Meeting

1310 Anthony Hall
Wednesday, October 23

The meeting begins at 5:20 p.m. but doors open at 5, so come early to socialize.

Agenda includes:

- Swearing in of CTU candidates
- Financial report
- Update on campus events
- Labor update
- Door prizes

Membership card or ID required at the door.

Don't jeopardize your family's 2020 health care

MSU health care Open Enrollment through October 31, 2019



Every year several members of the MSU support staff neglect to sign up a spouse or OEI (other eligible individual) for health care insurance during Open Enrollment (OE). Sometimes the individual is no longer eligible for coverage, but sometimes it is an unfortunate oversight. [Michelle Huhn]

So, every year, a few families bear the financial consequences of covering a

family member or going without coverage for that individual. Because, once the October 31 OE deadline has passed, it is too late to sign up.

If you cover a spouse or OEI on your MSU health care benefits, you *must* participate in OE and complete the Health

Enrollment continued on p. 4



MSU Shares campaign

The MSU Shares campaign is in full swing through the end of October. MSU community members are welcome to donate at any point between now and March 31, 2020, and it will still count toward this year's campaign. However, the formal campaign ends October 31, 2019.

In keeping with our union's commitment to the community, the CTU supports and encourages members to participate in this year's campaign.

MSU Shares is dedicated to raising money for local charities through the assistance of the Capital Area United

Shares continued on p. 3

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

For sale:



▼ **Head & foot boards for full-size bed:** Solid cherry wood, Mission-style, from Pier 1; plus matching night table. \$100 for both or will sell separately. Email Jane at jane1753@yahoo.com or call 484-1221.



▼ **CTU Teamwork Aprons:** Full length (21x28 inches), made in the USA. Easy-wash, stain-resistant, polyester/cotton twill with two pockets, long waist ties, and an adjustable neck strap. \$15 each. Taking orders. Call 355-1903.

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!



Fill the bus

August 29—President Deb Bittner and member Dar Swiler, secretary in the Center for Community Engaged Learning, at the Fill the Bus drop-off site. Working together, the MSU community collected over 90 bags of school supplies and delivered over 95 backpacks for school-aged children around the Greater Lansing Area. CTU's participation in this and similar events demonstrates our commitment to the community. Thank you to all the CTs who contributed.

▼ **Vintage oak dresser.** In excellent condition. Asking \$200.00. Call or text Sharon at 517-881-2317 for pictures.

Services:

▼ **Quality Carpet and Upholstery Cleaners:** Fall is a great time to start thinking about and scheduling an appointment to get your carpets and upholstery cleaned. The holidays will be upon us before you know it. Quality Carpet and Upholstery Cleaners is owner operated and reasonably priced. Please give us a call for a free estimate: 517-694-0497.

▼ **Skills assessment software:** Make an appointment with your union (355-1903) to access the same skills assessment software used by HR to evaluate skills. 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. See the guidelines at www.ctumsu.org/news/ct-classifieds.

Shares continued from p. 1

Way and raises funds for the support of many groups in the tri-county area, especially those close to campus.

Through our pledges, CTs pool resources with other members of the MSU community to make a huge difference in the lives of children, families, and others in need in our local communities. Our combined pledges help support more than 120,000 people yearly in the tri-county area, raising more than \$6 million in the past 15 years.

Every year, CTU members, our families, our friends, and our neighbors benefit from these programs, especially when one of us falls on hard times or has an emergency need. And we all benefit when our communities are healthier, when the children in our neighborhoods have access to high quality after-school programs, or when families receive the support needed to stay strong and stable.

Giving options

MSU Shares is an open campaign that allows you to choose from amongst several pledging options. You can direct your pledge to one or a combination of recipients. For example, you can specify

that your donation goes to support one of the Capital Area United Way focus areas. Or if you prefer, you can choose one or more specific organizations on the MSU Shares Agency List. If you want to donate to an organization not on the list, you can do that, too.

There is also more than one way to make your pledge to the community through MSU Shares. [Kimberly Kurtz]

The easiest method is to initiate a pay-

roll deduction pledge through the EBS portal—either an ongoing deduction or a one-time donation. If you want to pledge the old-fashioned way, you can download the pledge form and mail it in. For detailed EBS instructions or to access the form, visit <https://msuccc.msu.edu/pledgeform>.

There's also an option to donate directly to the campaign via credit card at <https://msuccc.msu.edu/givingoptions.htm>.

Labor's leading role

Labor has always made a big difference in the community through service and donations. [Rachel Esch]

Recognizing that CTs work in unity with other union members who share our commitment, camaraderie, and teamwork, MSU Shares reports what the MSU labor family does to help others. The donations of CTs are reported as a group along with the donations of other labor groups on campus.

Also, a statewide "Labor Leads" registry is published each year that recognizes United Way labor donors that have made leadership pledges to their respective United Ways in amounts of \$250, \$500, \$750, and \$1,000 per year.

Any questions or concerns should be directed to Jeff Brodie, Human Resources, 884-0136, brodie@hr.msu.edu.



Come and join us!

Registrar's Office 18th Annual Holiday Bazaar

"Merry and Bright"

Friday, December 6, 2019
Room 150 Administration Building
Conference Room

Shopping Hours

7:30 a.m. to 3:30 p.m.

11:30 a.m. to 1:30 p.m. (Lunch Sale)

Raffle drawings held throughout the entire day! Tickets are 3 for \$1.00.

Plenty of shopping, good food to eat, and lots of fun!

All proceeds being donated to "TOYS FOR TOTS!"

Thanksgiving Dinner in an American Home

The Office for International Students and Scholars (OISS) invites faculty and staff members to host international students and scholars in their homes on Thanksgiving Day.

The Thanksgiving Dinner Program runs on Thursday, November 28, 2019, but the timing is flexible according to the hosts' schedule.

Hosts are encouraged to apply as soon as possible, but must submit applications by **Friday, October 25, 2019**, at the latest. For more information or to sign up, go to <https://tinyurl.com/MSUTDP2019>.



A meet and greet for participants has been scheduled for Friday, November 15, from 4 to 6 p.m. at the University Village Community Center.

If you have additional questions, please email Vicky Lee, Student Engagement Coordinator at leewai1@msu.edu, or call the OISS office at 517-353-1720.

Enrollment

continued from p. 1

Plan Affidavit every year in order to continue their coverage. **You must complete the affidavit even if you are not making any changes in your coverage.** (If your partner is an MSU benefits eligible employee or retiree, you do not need to complete the Health Care Affidavit.)

When you should participate

In addition to completing the Health Care Affidavit, there are several reasons to participate in Open Enrollment.

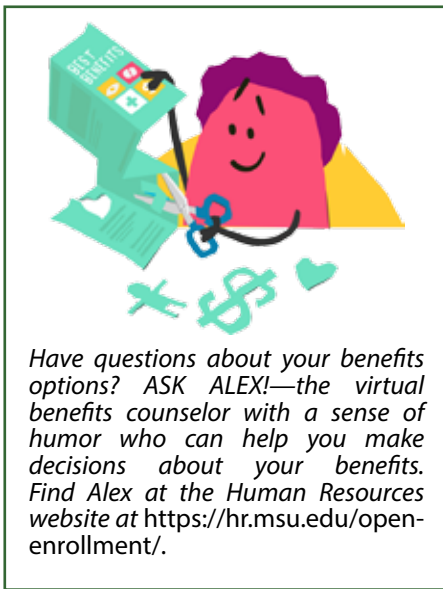
You must participate **every year** to enroll or re-enroll in a Flexible Spending Account.

You also must participate if you want to enroll, cancel or make any coverage changes for yourself or eligible dependent(s) in health or dental insurance; life or accidental and dismemberment insurance; or voluntary benefits.

For OE access, log into EBS (<https://ebs.msu.edu>), click on “My Benefits,” choose the “Benefit/Retirement Enrollment and Changes” tile, and finally,

select “Open Enrollment” from the drop-down menu.

Please note that employees hired after October 1 must also participate in the OE process if they want to enroll in 2020 plans that need to be renewed each year and/or to make changes in plan selections for the coming year. Employees hired at this time, however, do not need to complete a new spousal affidavit.



Have questions about your benefits options? ASK ALEX!—the virtual benefits counselor with a sense of humor who can help you make decisions about your benefits. Find Alex at the Human Resources website at <https://hr.msu.edu/open-enrollment/>.

New in 2020

The premium threshold for spousal coverage increases in 2020.

If your spouse or OEI has access to health care coverage through their own employer, they must purchase that coverage if the annual employee premium cost for single-person

coverage is \$1,400 or less. If you choose to continue coverage for a partner who enrolls in another employer’s plan, MSU will pay eligible claims as the secondary plan. [Michelle Brown]

Blue Care Network continues to be available without a premium cost

because it remains the lower cost plan. Community Blue enrollees will pay the difference between the two plans on a pre-tax basis. See the box (left) for 2020 premium rates.

The Health Care Flexible Spending Account (FSA) will be increased to \$2,700. The Dependent Care FSA will remain at \$5,000 (per household).

The Health Savings Account (HSA) contribution limit will be increased



APA/APSA reach labor agreements

In solidarity, we congratulate both the Administrative Professionals Association (APA) and the Administrative Professional Supervisors Association (APSA) for having reached tentative contract agreements with the university.

to \$3,550 for single and \$7,100 for the family. [Suzanne Kroll]

Further assistance

Options, detailed information, and complete OE instructions are available on MSU’s Human Resources website (<https://hr.msu.edu/open-enrollment/>). There, you will find the 2020 Support Staff Open Enrollment Guide, summaries of 2020 benefits and coverage, a video, a tutorial, and even a Virtual Benefits Counselor called ALEX to help assist you through the process.

Still have questions and concerns? If you missed the Open Enrollment Fairs and the first Site Lab, you can drop in for the remaining Site Labs at the Nisbet Building from 8 a.m. until 5 p.m. on Tuesday, October 22; Monday, October 28; and Thursday, October 31.

And you can contact MSU Human Resources for assistance: SolutionsCenter@hr.msu.edu, 517-353-4434, or 800-353-4434.

Open Enrollment is also the time to sign up for some voluntary employee-paid benefits such as vision, pet, legal, critical illness, long-term care, and auto and home insurance. Explore these options on page 22 of the 2020 Support Staff Open Enrollment Guide

PLAN	COVERAGE TIER	FULL-TIME STAFF
Community Blue PPO with CVS/Caremark	Single	\$281.12
	2 person	\$590.34
	Family	\$702.80
Blue Care Network (BCN) with CVS/Caremark	Single	Paid by MSU
	2 person	Paid by MSU
	Family	Paid by MSU

This chart shows the difference between Community Blue and BCN health care insurance premiums for full-time union-represented employees. The amounts will be pro-rated for part-time employees. For additional information, take advantage of the resources available through MSU Human Resources (<https://hr.msu.edu>).



The candidates

The lack of a contested position in our scheduled October election means the following candidates will take office without going through the election process. Their candidate statements are provided here to give us some insight as to why they stepped forward to serve.

President

Two-year term to end October 2021

Deb Bittner

It's October. It's CTU election time. It's time for me to talk to you about another term to continue serving you, the members, as CTU president. During this last two-year term, there has been a lot going on for us, the employees of MSU and members of CTU. There has been a lot of turmoil and change. But we have persevered through it all. We continued to work hard for the students, fellow staffers, and this land-grant university.



Bittner continued on next page

Treasurer

Two-year term to end October 2021

Tracy Rich

I have been a part of the Clerical-Technical Union since I started on campus in 2005 and am proud to continue to represent the members of the Clerical-Technical Union. I have served in various capacities in the union, from union representative to executive board director to secretary and, finally, treasurer starting in 2017. As I continue to serve in this capacity, my goals will continue to be transparency and accountability.



Rich continued on next page

Directors

Two-year terms to end October 2021, three open positions

Carmen Elliott

Hello, my name is Carmen Elliott and I have worked for the Student Affairs Office at the Col-



Elliott continued on next page

Jan Wallace

As a CT with 34 years on campus, I have had the opportunity to work in several different units. This has allowed me to observe and understand multiple processes and some of the complexities of the university. I have experienced the stress of layoff and I'm



Wallace continued on p. 7

Audit Committee

Three-year term to end October 2022

Susan Chalgian

I want to support the efforts of our Union. Even beyond the support they provided to me specifically over



Chalgian continued on p. 7

Andrea Parker

Today as I write, I celebrate my nineteenth year here at Michigan State University. With each passing



Parker continued on next page

One-year term to end October 2020

Kristen Rule

My name is Kristen Rule and I have worked for the University for 19 years with the Department of Medicine Hematology/Oncology clinic. I recently



Rule continued on p. 7

One-year term to end October 2020

Andrea Rafferty

My name is Andrea Rafferty and I am the Curriculum Assistant in the Biomedical Laboratory Diag-



Rafferty continued on p. 7

Bittner continued from previous page
We did our jobs well.

Through it all, I have been proud to represent you to the MSU administration, to the candidates for a new MSU president, to the new president, to the community, and to our labor colleagues. I have worked hard to serve our organization and you. In doing so, I continue to respect our solidarity and appreciate our diversity and strengths. And there is true caring for one another. This was evident in the way everyone came together to work hard to get another solid union contract and overwhelmingly ratify it. This was so gratifying. I am proud to be at the helm of such good people and such a great organization.

But that doesn't mean our work is done or that there isn't a lot to improve upon. This is why I am seeking another term as president. I want to keep working on these issues and with all of you.

I want to continue our body of work and continue CTU's legacy. Let's keep up the good fight and keep reminding those around us that union members are part of workplace solutions. Let's keep our contract strong by standing up for the right way to do things at work and encourage all to follow the rules of our contract, not erode our strength. Let's make sure our new contract is a continuation of the foundation those who came before laid out for us. Let's keep showing our value to the University and all aspects of campus life by continuing to be involved in making a difference. And above all, let's keep our heads high while we hold the bar for good work, earning a decent living, demanding fairness in the workplace, and looking after those who need our assistance.

Together, we can continue to do all of this and more.

There are plenty of projects that have been started or will be in the next year. We also have new staff members, new board members, and new members who take a lot of time to help them see why CTU is CTU and why it matters to be a member. I am looking forward to that challenge. I also want to thank you for

the honor of being part of what we have achieved over the last two years. I look forward to working with you on what we are going to achieve over the next two years.

—*In solidarity, Deb*

Rich continued from previous page

I would like to continue serving the membership by fighting to keep our contract strong to ensure our members are treated with respect and dignity. I will continue to promote unity and solidarity among our members and do the best I can to make sure financial decisions positively affect our members. As treasurer, I will strive to uphold CTU's strategic direction of "maintaining CTU's sound financial base through a prudent investment program and budget planning based on achieving organizational goals and objectives." Additionally, I will continue to assist the organization with negotiating and defending a strong CTU contract with fair wages, benefits, and working conditions; be an effective and sensitive representative of members; and help to encourage members to be active and involved.

I would like to urge each member to attend the quarterly membership meetings. These meetings are an opportunity to learn about your Union, meet other CTs and the CT leadership, talk about issues in your area, exchange ideas, and make proposals. Member input is essential for the Union to continue to grow and move forward in positive directions. If you ever have questions or concerns, please contact me personally.

When you become an active member, you can learn how to effectively use your power in your work place. As unions in general continue to face obstacles and criticism, it's crucial we come together to keep our own Union strong and carry on as an example for others. Please allow me to continue to represent the Clerical-Technical Union as treasurer.

Elliott continued from previous page
lege of Education for the past 21 years. Working for the College of Education has provided me with opportunities

to work with students, faculty, state entities, and the public. I would like to run again as a Board Director for CTU because in the past two years I learned that there is more work that needs to be done. I became a UR three years ago and have enjoyed being a part of this union. I want to make a difference by bringing new ways to strengthen our union goal. We are stronger when we work together and I believe that when we work towards a common goal we all benefit. I look forward to being a part of this already great team!

Parker continued from previous page
year as an MSU employee, my pride as a CTU member grows stronger. Continued accomplishments of CTU leadership and members are motivating factors in giving more of my time back to CTU.

As I become more active as a member, I realize how much more I must contribute to the cause! I am eager to learn and take on more responsibilities that come with accepting a board position. Last March while volunteering on the Audit Committee, I was able to see the time and dedication put into making the many wheels of CTU turn. Being a Director on the board I am excited to bring new ideas forth and to engage in implementing positive changes alongside the current board members. In this role I will actively work towards strengthening solidarity and pulling more members together to focus on immediate concerns and creating lasting solutions. Being a contributing member on committees internal to my division and in the community has strengthened the experience needed to work alongside others in decision-making processes. While continuing the fight for improvements in wages, benefits, and working conditions, improving the overall quality of life for members is vital. I am willing to look outside of the box and to consider ideas that may not have been previously implemented.

Being an active volunteer within the community I am grateful for what CTU has done to give back! Seeing the impact

Parker continued on next page

Parker continued from previous page first-hand within our own community has been phenomenal. CTs recognize the need and are continuously giving back. This is something all CTs should be proud of. On the CTU board, I anticipate actively being involved in contributing to the community on a larger scale. Recognizing where the direct need is amongst our members is also essential in giving back. Many CTs on campus are struggling with issues that they are reluctant to bring forth. My goal is to help strengthen trust and comradery across the membership to open these doors and to make a bigger impact on all. Lets do this CTU!

Wallace continued from p. 5 grateful for my Union's strong contract language that protects us in a layoff/bypass or bumping situation. It also provides us with the opportunity to change jobs campus-wide without sacrificing our seniority. I am proud to have helped advance and strengthen our contractual protections by participating in three negotiations in 2012, 2015, and once again in 2019.

Previously, I served as the Treasurer for over six years and as a Union Representative. My experience helped me obtain more of a working knowledge about our members and our Union, and my service proves both my level of commitment and my qualifications for the position.

For the majority of my life, I have been involved with unions. My father was involved in a union, and now my daughter and I are union members. We truly realize the importance and benefits of being involved in organized labor! I am so proud to be a member of CTU. It is my goal to see it thrive and increase in strength. I believe whole heartedly in the concept of solidarity and our CTU membership working together to obtain the best workplace for all of us.

I will continue to work hard and be as effective as I can to improve the quality of employment for all CTs. It is worth the time commitment and all the hard work to make sure we stay strong and

united. Every day that we go to work, use our health care, take a paid vacation, use a sick day, or take advantage of one of our many benefits, we are exercising rights that were won by the members we elected to represent us at the bargaining table, rights we defend each and every time we enforce our contract.

I am asking for your support as our union moves into the future. With your help, I will be able to continue my goal of obtaining the best that I can for members! Let's GO CTU

Rule continued from p. 5 joined the Clerical Technical Union as a union representative for District 40. Although it has been only a short time, I have truly experienced the strength and unity of our Clerical Technical Union and look forward to the opportunity to serve on the board.

Chalgian continued from p. 5 the 19 years I've worked as a CT here at MSU, CTU is an organization that does a great job at protecting our overall interests such as benefits and position descriptions. I also appreciate how careful they are in order to be fiscally responsible. I'm happy to pay monthly Union dues and this is another way I can give back.

Rafferty continued from p. 5 nostics Program within the College of Natural Science. I have worked at MSU for 11 years next month. I have chosen to run for the position on the Audit Committee because there was a need and I have been doing finance work for most of my career. I feel my experience, both personally and career-wise, will make me an asset to the Audit Committee.

I became a Union Representative almost two years ago and it has been one of the best things I could have done for myself and for my career. I feel more connected to the CT Union and know more about the University than I did previously. I have learned so much that allows me to better help the members of my District.

I am originally from Florida and came



Recognizing Director Sloan

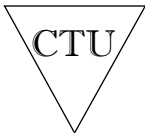
Pam Sloan, Director since 2013 and former Union Representative, withdrew her name from consideration in this year's union elections. While we will miss her in her role as a leader of CTU, we look forward to her ongoing insight and participation as an active member of our union.

Elections Committee

Although we will not hold elections this year, we thank the Elections Committee for their preparations and oversight of the process. At the October 23 Membership Meeting, the Committee will oversee the swearing in of the candidates chosen by acclamation. The Committee also is available to respond to your questions and concerns about this year's election process.

- ▼ Chairperson Brenda Bailey, baileyb@msu.edu
- ▼ Rosie Garcia, garciar@msu.edu
- ▼ Judy Redding, redding5@msu.edu
- ▼ Becky Sullivan, sulli306@msu.edu

to Michigan by way of Maryland and have been here for 13 years now. My husband and I have a blended family and together we have four adult children, three of whom live in the area and one is in Minnesota. I love Michigan and am so happy to be here. Yes, I like snow and cold weather; no, I don't miss Florida, except for family and friends. I look forward to serving the CTU in this new position.



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

CHANGE SERVICE REQUESTED

CTcalendar

October 22. Ice Cream and Info Session. The MSU Work/Life Office invites you to join them in an old-fashioned “ice cream social” where new Spartans can meet longtime employees to share experiences and knowledge with each other. This event is open to every MSU faculty and staff member, new or not! Attend to learn more about the services provided by the WorkLife Office. From 3–4 p.m., 113 Linton Hall, 479 W Circle Dr. To register, visit <https://bit.ly/2019-signup>.

October 23. Membership Meeting. 1310 Anthony Hall, 5:20 a.m. See page 1 for details.

October 23. MSU Breathe Easy: Tobacco, Nicotine and Vaping Cessation Program. The program will be held in 113 Linton Hall, 1:30–3:30 p.m., on Wednesdays through January 8. Free. This

Health4U course also will be available February 19–through May 6, 2020. Register at <https://health4u.msu.edu/courses>.

October 31. Open Enrollment deadline. See page 1 for details.

November 1. Work and the Body Politic: Gender, Occupational Health, and the Fate of Democracy. A Labor Education Program “Our Daily Work/Our Daily Lives” brown bag lunch. Speaker Elizabeth Faue of the Department of History, Wayne State University. 12:15–1:30 p.m. MSU Museum Auditorium.

November 5. Executive Board Meeting, 5:15 p.m. CTU office at 2990 E. Lake Lansing Road. Members welcome.

December 6. Registrar’s Office Annual Holiday Bazaar to benefit Toys for Tots. 150 Administration Building. See p. 3 for details.

URdistricts

Welcome **Leslie Fernandez-Lopez** as the new Union Representative of **District 14** (Instructional Media Center, Urban Planning and Landscape Architecture, Oyer Building, Public Safety). Contact Leslie at 353-8780 or ferna232@msu.edu.

District 2 (Administration Building floors 2, 3, 4): **Cammy Nelson** was reappointed as UR. Contact her at 884-4211 or nelso128@msu.edu.

District 32 (Library): **Judy Redding** was also reappointed. She can be reached at 484-0811 or redding5@msu.edu.

The CTU has several areas without a UR. If you are interested in becoming a Union Representative or know someone in your area who would be great at the job, contact Vice President **Rosie Garcia** at 908-7273 or garciar@msu.edu for additional information.