

Minutes of the E-Board
Thursday, August 4, 2011

Attendees: Sally Jo Divis, Mike Geck, Val Knox, Virginia Mann, Pete Rauch, Steve Wiener, Brian Young

Virginia Mann produced a copy of the July 2011 edition of the CSUEU *University Employee* newspaper which featured a photo of Chapter 321 Treasurer Debbie Blair demonstrating at the Capitol on February 26. Go Debbie!

I. CSUSM Library

Suzanne Rios (now called Shauna) has filled Steve in on the latest developments since the library assistants were reclassified from unit 7 to unit 9. Many library assistants have ancient job descriptions and are doing more complex work than the description on file with HR. Shauna's official job description dates back to 2002. She re-did it in 2004, but the revised version never made it to the HR files. Since it is believed that there is no money in the budget for reclassifications, there is a general impression among staff that there's no point in working on new job descriptions and reclassification requests since the Library budget can't support raises. Management has said that the librarians will take on any higher level work rather than reclassify library assistants that are currently doing that work.

Brian Young believes all position descriptions should be revised, and HR should review them to evaluate the work level. There is no explicit definition of Library Assistant I, II, III & IV, other than the fact that the higher levels are more complex in nature and involve lead work and budget. Brian noted this is a system-wide issue with all the libraries.

Brian suggested a meeting which would include Library management, CSUEU reps (Brian Young, Chief Steward Sally Jo Divis, Unit 9 rep Steve Wiener, and Library staff reps Debbie Blair and Shauna Rios) and HR reps. Sally Jo proposed Wednesday, August 10th for the meeting.

Mike Geck suggested that the union could request position descriptions for library assistant personnel. The dates of the job description on record can be checked and if it is more than a few years old, the staff member can be contacted by the union and encouraged to work on a new job description which could be evaluated by HR for reclassification.

II. Articles for Newsletter

Val Knox reminded members that articles are needed for the newsletter scheduled for distribution in the next few weeks.

- Staffing Level History - CSUEU statistics; campus growth
- Advancements Funds - there is a line in the campus budget for development/ advancement funds for staff
- IRPs - what is CSUSM's policy on IRPs?

III. Bargaining - new Contract

Brian has forwarded an email to chapter leadership with an update on where bargaining currently stands. The contract is currently in limbo. The fact that the bargaining process is closed makes everything more difficult. Decisions may be made before staff has an opportunity to learn of these changes and comment on them.

Minutes submitted by Virginia Mann, Chapter 321 Secretary