

THE APC BULLETIN

Representing Bargaining Unit 4 – Ensuring a Quality CSU Education with Expertise, Support and Compassion

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ACADEMIC PROFESSIONALS OF CALIFORNIA

November 2016



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IN THE NEWS

Court Blocks FLSA Overtime Rule Change

On November 22, 2016, a judge from the Texas U.S. District Court granted a preliminary injunction against the proposed Federal Labor Standards Act (FLSA) changes in the salary threshold for exemption from overtime pay. This change in the Department of Labor rule would have taken effect on December 1, 2016, but now is in limbo with this ruling.

There were many states that joined together to file a lawsuit in federal court to halt the implementation of doubling the salary threshold for exempt status. The change would have raised the threshold from \$23,660 to \$47,476 annually.

Although APC has already met with the Chancellor's Office and reached an agreement on how to best implement the new rule, it appears this agreement will be put aside for now.

In the agreement two points were clarified. The appointment to the equivalent non-exempt classification will not affect seniority for the purpose of layoffs or to obtain permanency. Also, there will be an automatic reclassification to the exempt equivalent classification if the salary at any point increases beyond the FLSA minimum salary threshold.

This agreement may still be valid once the courts decide on the FLSA implementation at some future date to be determined. The work that was done by Labor Relations and APC Leadership to work collaboratively with the Chancellor's Office demonstrates the shared governance of both the CSU and APC on important issues that affect its members.

More News

President's Message

From the desk of Patrick Choi. I want to take this opportunity to inform everyone about the history of the Budget Shortfall Mitigation (BSM) Bonus. BSM bonuses first were distributed in 2005. Approximately 2800 Unit 4 employees now received their bonus on November 1, 2016. In the early 2000's APC members voted to give up part of their General Salary Increases to fund the Article 23 Bonus Programs such as the Merit Bonus Pool, Long Term Service, Educational Achievement Stipend, and BSM bonuses. These bonuses are unique to APC and no other CSU bargaining unit has them. We owe a sincere thanks and gratitude to all of the APC members prior to 2007 who voted and had the "pay it forward" attitude to benefit all Unit 4 employees.

To read more about the details of the bonus programs, please refer to the CBA, Article 23.4 and 23.5.



Patrick Choi

Membership Drive

The APC Membership Drive was held on six campuses during the months of August through November 2016. This Drive was designed to assist stewards with recruiting new and old "fair share" members. These six campuses were chosen as "pilots" to develop and implement new methods and strategies to effectively recruit members. It is hoped that these new procedures can be duplicated and utilized on all campuses. The Membership Drive team gathered data on how many fair share members were at each campus and developed best practices with the campus leadership to meet with each potential new member individually. The team also met with campus leadership to discuss ways to maintain recruitment efforts. Stewards were encouraged to attend "New Employee Orientations", schedule regular meetings with Human Resources, attend or develop Campus Labor Council. Stewards were also encouraged that when meeting with members to invite them to volunteer for APC activities and potentially becoming involved as a steward.

The Membership Drive was an overwhelming success. The goal of the drive was to recruit 102 members and as of today, the team surpassed their goal and signed up 136 new APC members!

The E-Board would like to thank the following campuses for welcoming the Membership Team to their campuses: Chico, Fullerton, Monterey Bay, Sacramento, San Jose and San Marcos.

**"IF YOUR ACTIONS
INSPIRE OTHERS TO
DREAM MORE,
LEARN MORE,
DO MORE,
AND BECOME MORE,
YOU ARE A LEADER."**

- John Quincy Adams

Stay Out of Trouble: Don't Share Your Password

As a CSU employee, you likely cooperate with and rely on many other CSU employees, including student assistants, to get the work done. At times, this may include sharing access to CSU "information assets" such as computers and programs. However, sharing your passwords or other means of access to such assets without proper authorization can get you into trouble.

CSU's Access Control Policy provides: "Access to campus information assets containing protected data as defined in the CSU Data Classification Standard may be provided only to those having a need for specific access in order to accomplish an authorized task." In addition, the policy states: "Unless otherwise authorized, all users of campus information assets must be identified with a unique credential that establishes identity. This unique credential must not be shared with others except where authorized as an exception to this standard." Here is the document: <http://www.calstate.edu/icsuam/documents/section8000.pdf>.

Almost all CSU information assets contain "protected data." For example, PeopleSoft contains "Student Educational Records," such as grades or courses taken, which are protected under the Family Educational Rights and Privacy Act (FERPA) and classified as "Level 2" information for which "access, storage and transmission are subject to restrictions as described in CSU Asset Management Standard."

For these reasons, you should never share your password or other means of access to CSU information assets with anyone without first obtaining proper authorization from your supervisor or "Appropriate Administrator," who is a non-represented management (MPP) employee. Authorization from your "lead worker," i.e., another represented non-management employee who may give you day-to-day assignments and guidance, is insufficient, even if that lead worker is informally known as your "supervisor." To best protect yourself, you should request prior authorization to share your password or other means of access to CSU information assets in writing, e.g., in an e-mail message to your Appropriate Administrator. Please save the reply so that you have written proof of the authorization.

LABOR RELATIONS COLUMN

Good News for Exempt Unit 4 Employees

In June 2016 APC filed a grievance at CSU San Marcos, alleging it was inappropriate to charge an exempt employee leave for partial day absences necessitated by a Family Medical Leave (FMLA) qualifying reason.

The campus agreed with APC's position that the contract language was clear:

"Employees who have absences of less than a full day shall receive a full day's salary and shall neither have their salary docked nor be required to use sick leave or vacation for such absences of less than a full day."

We are pleased that the campus' administration was enlightened enough to recognize when it was wrong and grant the affected employee, and possibly other employees, the benefits to which they were entitled.

For more information on your contract rights, responsibilities and informative articles on current labor relations issues, please visit the APC Labor Relations website at lrc.apc1002.net.



Have You Ever Wondered?

Have you ever wondered, what those letter codes mean when you see them on a Unit 4 salary range? Below is a quick guide to the alternate range code of a classification:

Range A is the normal salary range code

Range B is the range code with different minimum qualifications

Range C is the same criteria as Range A but under 10/12 pay plan

Range D is the same criteria as Range B but under 10/12 pay plan

Range E is the same criteria as Range A but under 11/12 pay plan

Range F is the same criteria as Range B but under 11/12 pay plan

Class		Class Title	Effective Date	Salary Range	
P200	1	STUDENT PROGRAMS TECHNICIAN, FINANCIAL AID			
		RANGE A	07/01/2015	3,140	4,410
				39,200	55,000
4	1	RANGE B	07/01/2015	2,828	3,913
				29,528	40,912
				3,423	46,126
3070	1	STUDENT SERVICES REPRESENTATIVE, I			
		RANGE A	07/01/2015	3,057	3,740
				29,000	44,000

CSU R04 Salary Schedule

Upcoming Events



Statewide Council Meeting

Statewide Council Meeting

The next Statewide Council meeting is on February 3 and 4, 2017 in Manhattan Beach. We look forward to having your campus leadership represented!

Board of Trustee Meetings

The CSU Board of Trustee meetings are scheduled for January 31 and February 1, 2017 in Long Beach. Board of Trustee meetings can be viewed online at <https://www.calstate.edu/bot/>.



CSU Board of Trustees

Story ideas or comments? We want to hear from you!

We reserve the right to edit or reject submissions for length, clarity and verification of information. All submissions become the property of APC. Deadline for the February Newsletter is January 13, 2017.

Email: Rose Duran at roduran@apc1002.org