

**CSEA POLICY FILE
TABLE OF CONTENTS
PART II
BROAD GOALS AND SPECIFIC OBJECTIVES**

<u>Division 1:</u>	<u>Membership Code of Ethics</u>
<u>Division 2:</u>	<u>Member Benefits</u>
<u>Division 3:</u>	<u>Employee Activities</u>
<u>Division 4:</u>	<u>Relations With Other Organizations</u>
<u>Division 5:</u>	<u>Relations With State Boards and Commissions</u>
<u>Division 6:</u>	<u>Health and Safety</u>
<u>Division 7:</u>	<u>Statement of Unity</u>

DIVISION 1: MEMBERSHIP CODE OF ETHICS

A. BROAD GOALS

1A1.00 THE MEMBERSHIP SHALL ENCOURAGE THE FOLLOWING CONDUCT BY MEMBERS

- (a) The Association member informs himself/herself of Association activities and employment-related issues by reading Association publications and attending Association meetings. (BD 154/85/5)
- (b) The Association member respects his/her fellow state and university employees regardless of race, color, sex, religion, national origin, sexual orientation, ancestry, disability, age, occupation or job classification. (BD 154/85/5)
- (c) The Association member exercises his/her right to vote in Association elections and to participate in contract ratification elections, casting his/her ballot after studying the issues. (BD 154/85/5)
- (d) The Association member respects the selfless dedication of the thousands of CSEA and SEIU volunteers who collectively are the backbone of Association programs for active and retired state and university employees. (BD 154/85/5)
- (e) When called upon, the Association member actively assists the Association, voicing support when possible, expressing constructive criticism when necessary. (BD 154/85/5)
- (f) The Association member respects the interests of the public and supports Association programs to inform the public of the importance of state and university employees and the need to provide them just treatment and compensation. (BD 154/85/5)
- (g) The Association member is watchful for injustice in employment and reports such incidents or policies to the Association. (BD 154/85/5)
- (h) The procedures for filing charges and for the investigation of the charges shall be as set forth in Section 1A3.00 below. (BD 38/98/3)

1A2.00 LEADERSHIP CONDUCT

- (a) The Association leader informs himself/herself of Association policies and procedures by reading Association publications and participating in training and informational meetings. (BD 154/85/5)
- (b) The Association leader respects his/her fellow activists regardless

of race, color, sex, religion, national origin, sexual orientation, ancestry, disability, age, occupation or job classification. (BD 154/85/5)

- (c) The Association leader conducts himself/herself in a manner so as to bring respect to the Association. (BD 154/85/5)
- (d) The Association leader welcomes and actively encourages participation in the Association by other employees and retirees. (BD 154/85/5)
- (e) The Association leader publicly supports the Association positions and policies when he/she can, and actively works within the Association's processes to reverse or modify Association positions or policies which he/she opposes. (BD 154/85/5)
- (f) The Association official shall not take an active part in promoting another organization which is undermining the existence of the Association or is seeking its decertification. (BD 5/00/1)
- (g) The Association official shall not state alleged facts regarding the Association, its divisions/affiliate(s), officers, members, agents or employees, which the individual knows or reasonably should know are untrue and misleading. (BD 5/00/1)
- (h) The Association official shall not make public statements in his/her official capacity that are in opposition to the stated policies or mandates of the Board of Directors and which are not part of a good-faith effort to change policy within the proper internal procedures. (BD 5/00/1)
- (i) The procedures for filing charges and for the investigation of the charges shall be as set forth in Section 1A3.00 below. (BD 38/98/3, BD 5/00/1)

1A3.00 INCOMPATIBLE ACTIVITIES

1A3.01 Definition

An Association official is any person elected to serve as a statewide officer, chapter officer, district labor council officer, regional officer, division/affiliate council member, bargaining council member or a person appointed by the president to serve on a committee or task force. (BD 50/92/2)

1A3.02 Purpose

An Association official shall not engage in any employment activity, or enterprise which is clearly inconsistent, incompatible, in conflict with or inimical to his or her duties as an Association official. (BD 50/92/2)

1A3.03 Prohibited Activities

Activities and enterprises deemed to be incompatible shall include but not be limited to the following: (BD 50/92/2)

- (a) Using the prestige or influence of an Association office for the official's private gain or advantage or the private gain of another person or group. (BD 50/92/2, BD 6/00/1)
- (b) Using Association facilities, equipment or supplies for private gain or advantage. (BD 50/92/2)
- (c) Using or having access to confidential information available by virtue of official status for private gain or advantage or providing confidential information to persons or groups to whom issuance of this information has not been authorized. (BD 50/92/2, BD 6/00/1)
- (d) Performance of an act other than in his or her capacity as an Association official knowing that the act may later be subject, directly or indirectly to the control, inspection, review, audit or enforcement by the Association official. (BD 50/92/2)
- (e) Receiving or accepting, directly or indirectly, any gift, including money or any service, gratuity, favor, entertainment, hospitality, loan or any other thing of value from anyone who is doing or is seeking to do business of any kind with the Association under circumstances from which it reasonably could be substantiated that the gift was intended to influence the Association official in his or her official duties or was intended as a reward for any official action performed by the Association official. (BD 50/92/2)

1A3.04 Filing of Charges

- (a) A charge to the effect that an Association official is in violation of this policy may be filed by any Association member. (BD 50/92/2)
- (b) A member shall file the charge with the statewide president. Such charge shall be in writing and shall be signed and dated by the charging party with a copy of the charge to be sent to the charged official. (BD 50/92/2)

1A3.05 Investigation

- (a) The statewide president shall select three Association members, one of whom shall be from the same division/affiliate as the charged officials, to serve as an investigation committee. Where a charge is brought against the statewide president, the investigation committee shall be appointed by the executive vice president. (BD

50/92/2)

- (b) The investigation committee shall investigate the charge and incorporate its findings and conclusions into a written report, which it shall submit to the Board of Directors at a regular or special meeting. Where a charge is brought against a member of the Board of Directors, such member shall not participate in any board activity which is called for by this policy. (BD 50/92/2, BD 58/03/2)
- (c) If the report concludes that there has been a violation of this policy and that a conflict of interest exists, the Board of Directors shall recommend a method for eliminating such conflict (e.g., divestiture of stock, disclosure, resignation). The president or executive vice president shall submit such report and recommendations to the charged official. (BD 50/92/2)
- (d) In its notification to the charged official, the Board of Directors shall specify a reasonable period of time during which the charged official must comply with the recommendations. (BD 50/92/2)

1A3.06 Compliance With Decision(s) of Board of Directors

In the event the charged official refuses to comply with the decision(s) of the Board of Directors within the time provided, or again violates leadership conduct or incompatible activities, the following steps shall be taken: (BD 50/92/2, BD 83/95/4, BD 35/99/2)

- (a) The Board of Directors shall submit its report to the Legal Division, and, if appropriate, steps will be taken to remove the charged official from office. (BD 50/92/2, BD 83/95/4, BD 58/03/2)
- (b) The charged official may be removed or suspended from Association membership in conformance with the Association's Bylaws or Policy File. (BD 50/92/2, BD 83/95/4, BD 35/99/2)
- (c) The decision reached by the Board of Directors shall be final. (BD 50/92/2, BD 83/95/4)

1A3.07 Removal from Membership

Upon the determination by the Board of Directors that the charged official has violated its order, the board may, upon implementation of the procedures outlined in Division 10 of the Policy File and applicable Corporate Law, remove him/her from membership in the Association. (BD 7/00/1)

1A4.00 ZERO TOLERANCE

The Association believes in the importance of providing members with a healthy, safe and productive environment to participate in Association activities. Accordingly, it is the Association's policy that any acts of violence or credible threats of violence at meetings or other functions of the Association in violation of this policy are unacceptable and will not be tolerated. This policy applies equally to the behavior of members and nonmembers. (BD 121/00/2)

Members and nonmembers shall not possess weapons or ammunition at any Association meeting or function unless the member possesses a concealed weapons permit. (BD 121/00/2)

1A4.01 Definitions

This policy applies to both verbal (oral and written) and physical behavior. For purposes of this policy, the following definitions shall apply: (BD 121/00/2)

Members: Includes Association officers, division officers, affiliate officers, regional officers, chapter officers and all other members and nonmembers when attending Association meetings or functions. (BD 121/00/2)

Unlawful Violence: In any assault or battery, or stalking as prohibited in Section 646.9 of the Penal Code, but shall not include lawful acts of self defense or defense of others. (BD 121/00/2)

Course of Conduct: Is a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose, including following or stalking a member to or from an Association activity; making telephone calls to a member; or sending correspondence to a member by any means, including, but not limited to, the use of the public or private mails, interoffice mail, fax or computer e-mail. (BD 121/00/2)

Credible Threat of Violence: Is a knowing and willful statement or course of conduct that would place a reasonable person in fear for his/her safety, or the safety of his/her

immediate family, and that serves no legitimate purpose. (BD 121/00/2)

Weapon: Includes, but is not limited to, firearms, knives, clubs, explosive devices or any other device that could be reasonably used to harm another person. (BD 121/00/2)

1A4.02 Authority

The Association has a duty and responsibility to provide members a safe and secure environment when attending Association activities. (BD 121/00/2)

1A4.03 Guidelines

- (a) Members shall not engage in conduct that results in unlawful violence against another member or which constitutes a credible threat of violence against another member. (BD 121/00/2)
- (b) All members are prohibited from bringing weapons or other dangerous or hazardous materials or devices into any meeting or function of the Association. (BD 121/00/2)

1A4.04 Responsibility and Reporting Incident Procedures

Members are responsible for ensuring that this policy is observed. If you have any questions about reporting incidents or concerns of violence at Association meetings or functions, contact the Association president or general manager. (BD 121/00/2)

- (a) Members should follow these basic steps if an incident in violation of this policy occurs: (BD 121/00/2)
 - (1) Call for assistance from Association staff or hotel security (if available). (BD 121/00/2)
 - (2) Do not intervene in physical conflicts - you may be injured. (BD 121/00/2)
 - (3) If a situation becomes potentially life-threatening, exit the meeting or function location if you can safely do so. (BD 121/00/2)
 - (4) If weapons are involved, or if there is potential for serious bodily harm, if possible seek protective cover and dial 911 or local emergency number. (BD 121/00/2)

- (b) If an incident occurs which a member believes is in violation of this policy, the incident should be reported to the Association president or to the presiding officer of the Association meeting or function as soon as possible after the incident occurs. (BD 121/00/2)
- (c) The president or presiding officer shall promptly investigate or cause to be investigated all incidents reported under this policy. (BD 121/00/2)
- (d) If an investigation reveals that a member is responsible for conduct that is in violation of these guidelines, the president will take prompt, and appropriate action against the responsible party; such action may include, but not be limited to, immediate suspension of membership as provided in Division 10, Section 1001.03 of the Policy File. (BD 121/00/2)
- (e) The Association encourages members to bring their disputes or differences with other members to the attention of the president before the situation escalates into potential violence. The Association is eager to assist in the resolution of member disputes and will not discipline any member for raising any good faith concerns. Concerns about Association procedures and policies should be expressed through the grievance/complaint process contained in the Bylaws and Policy File. (BD 121/00/2)

1A4.05 Right to Freedom From Violence

California law states that “It is against the law in California for anybody to threaten or commit acts of violence against you or your property because of the kind of person you are, or the kinds of persons with whom you associate.” The Tom Bane Civil Rights Act (California Civil Code Section 52.1) forbids acts of violence, or threats of violence, because of your race, color, religion, national origin, age, disability, sexual orientation, political party or your part in a labor dispute. (BD 121/00/2)

DIVISION 2: MEMBER BENEFITS

A. BROAD GOALS

2A1.00 CONTRACTING POLICIES

2A1.01 Responsibility to Obtain Benefits

The Association shall continue to investigate, develop, sponsor and be responsible for obtaining appropriate insurance and other benefits for its members and their dependents. Such benefit programs shall be governed by the following contracting policies: (BD 50/92/2)

- (a) Maximum benefits; (BD 50/92/2)
- (b) Lowest cost commensurate with safeguards and benefits provided; (BD 50/92/2, BD 59/03/2)
- (c) Subject to annual or more frequent review by the Board of Directors and continuation by renegotiation or by putting out to competitive bid; (BD 50/92/2)
- (d) Strive for statewide; (BD 50/92/2)
- (e) Avoid illegal discrimination; (BD 50/92/2)
- (f) Provide open enrollment at such time as the Board of Directors shall direct or when substantial changes in programs occur. Provide at least 30 days' notice for any such open enrollment. (BD 50/92/2, BD 59/03/2)

Any deviation from the contracting policies shall require specific action by the sponsoring division/affiliate to the Board of Directors. (BD 50/92/2, BD 59/03/2)

2A2.00 ADMINISTRATION

2A2.01 Contracting parties shall furnish reports to the Association in the form and at such intervals as the Board of Directors shall determine. Such reports shall be reviewed by the sponsoring division(s)/affiliate(s) and recommendations made to the Board of Directors. (BD 50/92/2)

2A2.02 Audits shall be made at such intervals and by such persons as the actuary and/or the appropriate committee or division(s)/affiliate(s) recommended and by action of the Board of Directors. (BD 50/92/2, BD 59/03/2)

2A3.00 LIFE INSURANCE

2A3.01 Provisions of State Program

Any group life program offered to state employees by the state should include provisions as follows: (BD 9/93/1)

- (a) A benefit amount not less than one and one-half times annual salary up to age 50; (BD 9/93/1)
- (b) Benefits from age 50 to retirement should be on a decreasing term basis not to exceed the cost applicable at age 50; (BD 9/93/1)
- (c) Benefits under the decreasing term schedule be frozen at age 70 and continued for life at the same cost; (BD 9/93/1)
- (d) Upon termination of state employment, the group life program may be converted, without evidence of insurability, to an individual policy. (BD 9/93/1)

B. SPECIFIC OBJECTIVES

2B1.00 CONTRACTING POLICIES

2B1.01 Provisions of Contract

Those contracts obtained pursuant to Policy File Section 2A1.00 shall provide for: (BD 10/86/1, BD 9/93/1)

- (a) Vesting of reserves on behalf of participants; (BD 9/93/1)
- (b) Interest on all funds; (BD 9/93/1)
- (c) Minimum retention by provider. (BD 9/93/1)

2B2.00 MINIMUM STANDARDS

2B2.01 Provisions in Contract

Those contracts obtained pursuant to Policy File Section 2A1.00 shall maintain the following minimum standards: (BD 10/86/1, BD 9/93/1)

- (a) Provide for payroll deduction when feasible; (BD 9/93/1)
- (b) Provide reasonable and optional levels of benefit provisions and premiums or other costs; (BD 9/93/1)
- (c) Provide benefits and costs that are clearly and concisely identified.

(BD 9/93/1)

2B2.02 Deviation from Standards

Any deviation from the minimum standards shall require specific affirmative action by the Board of Directors. (BD 9/93/1)

2B3.00 AUTOMOBILE INSURANCE

2B3.01 Defensive Driver Training

The Association shall encourage and endorse, without cost to the Association, a program of defensive driver training for all members and licensed drivers in their families with the assistance and advice of the Association's automobile insurance carrier. (BD 100/71/2(4))

The Association urges recognition by the automobile insurance carrier of completion of such courses as a prime positive factor in renewing policies of those insured members otherwise considered high risk drivers. (BD 100/71/2(4))

2B3.02 Group Auto Insurance

The Association shall strive to obtain a group auto insurance plan which meets the following standards: (BD 50/92/2)

- (a) Available to all Association members; (BD 50/92/2)
- (b) Overall rates shall be based on the expense and loss experience of the total group of insureds who are members of the Association; (BD 50/92/2)
- (c) Individual classification rates shall be based on age of insured and type, model year and age of the automobile, number of automobiles insured, location automobile garaged, driving record, limits of liability, amount of deductible, and any other classification used by the insurer which classification is one commonly used by other insurers competing for the same class of business. (BD 50/92/2)

DIVISION 3: EMPLOYEE ACTIVITIES

A. BROAD GOALS

3A1.00 POLITICAL ACTIVITY

3A1.01 Activity Concerning Ballot Proposals

State employee activity with respect to ballot proposals shall not be considered political activity. (BD 164/70/3)

3A1.02 Encouragement of Political Activity

The Association encourages officers, members and state employees to be as politically active as their personal situations will permit, within the limits of applicable law and the requirements of nonpartisanship. (BD 50/92/2, BD 60/03/2)

3A1.03 Limitation of Political Activity

The Association shall oppose any restrictions on the political activities of state employees beyond those now contained in Sections 19730-19734 of the Government Code. (BD 50/92/2)

3A2.00 CHARITIES

3A2.01 Member Participation

The Association will encourage and will urge its members to participate in charitable fund drives. Such drives should take the form of united campaigns whenever possible, but should provide the option to employees of selecting the recipient charity. (BD 50/92/2)

3A3.00 LABOR STUDIES PROGRAMS

3A3.01 The Association will encourage and promote member participation in labor studies programs. (BD 153/85/5)

DIVISION 4: RELATIONS WITH OTHER ORGANIZATIONS

A. BROAD GOALS

4A1.00 PUBLIC EMPLOYEE ASSOCIATIONS

4A1.01 Cooperation with Employee Organizations

The Association shall cooperate with any and all organizations representing employees, regardless of their affiliation, on matters which will provide benefits to members of the Association; provided that it is understood in such cooperative endeavors that the Association retains exclusive jurisdiction to represent state employees unless an agreement indicates otherwise. (Bylaws Article II, Section 7) (BD 50/92/2)

4A1.02 Organizations Conflicting with the Association

The Association shall oppose any labor organization which attempts to supplant the Association in its traditional role as the representative of state employees. All communications relating to such matters shall clearly identify the labor organizations involved. (BD 50/92/2)

4A1.03 Unification of Employee Associations

The Association shall seek strength and effectiveness through organization and participation in an association representing all independent public employees associations in the State of California. (BD 50/92/2)

4A1.04 Participation in NCPERS Program

The Association may participate in NCPERS programs and meetings. (BD 50/92/2)

4A2.00 LOCAL EMPLOYEE ORGANIZATIONS

4A2.01 Local Public Employee Coordinating Councils

The Association shall encourage and support public employee coordinating councils or similar organizations at the regional and local level, providing such organizations meet the following standards: (BD 84/64)

- (a) The organizations shall be constituted to carry out these purposes: (BD 84/64)
 - (1) To foster and maintain effective interrelationships between public employees groups; (BD 84/64)

- (2) To encourage the maintenance of the highest standard of employee conduct in governmental affairs; (BD 84/64)
 - (3) To discuss problems and exchange information with respect to the employment conditions of public employees; (BD 84/64)
 - (4) To make recommendations to constituent organizations; (BD 84/64)
 - (5) To take action, in the name of the organization, only when all constituent organizations have given unanimous approval to the action. (BD 84/64)
- (b) The membership is restricted to public employee organizations which have as one of their primary purposes the representations of their members in employment relations matters; (BD 10/86/1)
 - (c) The organization provides that each member organization shall have equal representation regardless of size of its membership. (BD 84/64)

4A2.02 Region and Chapter Participation in Coordinating Councils

Chapters and regions are encouraged to form and participate in such councils. Representation in the organization shall be designated by the region or chapter participating in the organization. The expense for participation in these organizations shall be borne by the regions and chapters participating. Headquarters will normally furnish staff informational services only. (BD 84/64)

4A3.00 MUTUAL RECOGNITION

4A3.01 Purpose of Mutual Recognition

It is in the interest of the Association and of state employees in general to provide for cooperation and coordination among the various organizations representing state employees. This can be best accomplished by mutual recognition. (BD 86/61)

4A3.02 Integration of Employee Organizations

It is not the policy of the Association to induce and encourage the formation of other state employee organizations. However, when the employees have demonstrated such a need through the formation of an organization, it is in the interest of all to integrate its operations with those of the Association. (BD 10/86/1)

4A3.03 Types of Organizations Eligible

The types of organizations contemplated for "mutual recognition" agreements include those composed of members of a particular profession or occupation. Mutual recognition agreements should also be developed with those organizations whose members have a clear community of interest (such as retired employees). Mutual recognition is not contemplated for organizations which are structurally similar to the Association (such as those offering membership to all employees or a particular agency, or to all state employees). (BD 10/86/1)

4A3.04 Standards

The Association may develop mutual recognition agreements with those organizations which will agree to the following standards: (BD 86/61)

- (a) Adherence to the objects and limitations of the Association as set forth in its state constitution and bylaws; (BD 10/86/1)
- (b) Require as a condition of membership in the organization that the ratio of the percentage of Association members compared to the number of eligible for membership in the Association be not less than that of Association members compared to the number in state service eligible for Association membership at the time of approval; and (BD 330/62, BD 10/86/1)
- (c) As a means of preventing conflict, definition in the recognition agreement of the scope of activities of each organization. (BD 86/61)

4A3.05 Independence of Organizations

In providing for mutual recognition, it is not the intent of the Association to: (BD 86/61)

- (a) Dictate the organizational structure of other organizations; (BD 86/61)
- (b) Select the officers of other organizations; (BD 86/61)
- (c) Determine the policies of other organizations which are within that organization's scope as set forth in a mutual recognition agreement; (BD 86/61)
- (d) Establish the dues structure of other organizations; and (BD 86/61)
- (e) Determine the activities and allocate the funds of other

organizations. (BD 86/61)

4A4.00 CREDIT UNIONS

4A4.01 Development of Association-Sponsored Credit Unions

The state Association and its chapters should encourage the development, formation and retention of Association-sponsored credit unions whose field of membership is restricted to Association members. (BD 50/92/2)

4A4.02 Credit Union Management

The Association shall investigate methods, including legislation, to ensure that credit unions provide greater opportunities for member accessibility and input in their management and to ensure that member advocacy groups are provided opportunities for representation on the credit union board of directors. (BD 50/92/2)

4A4.03 Candidate Endorsements

The Association shall establish procedures to provide for Association endorsement and promotion of a slate of candidates in all contested board elections for credit unions in which Association members are also members of the credit union. (BD 50/92/2)

4A5.00 UNITED FUND ORGANIZATIONS

4A5.01 Charitable Contributions

- (a) The Association shall discourage the expansion of the Government Code provision which permits approved plans for payroll deductions for charitable contributions to the agency handling the principal fund drive in any area, to include more than just the principal fund drive. (BD 92/74/2)
- (b) The Association shall seek to eliminate any pressures being brought against any employee in connection with charitable fund drives. All solicitations for such fund drives should be handled through one office at the local level, and all contributions shall be kept confidential. (BD 13/65, BD 17/77/1)

DIVISION 5: RELATIONS WITH STATE BOARDS AND COMMISSIONS

A. BROAD GOALS

5A1.00 STATE PERSONNEL BOARD

5A1.01 Statewide Personnel Administration

The Association advocates that the functions of setting personnel and civil service standards, personnel appeals and statewide personnel administration remain the function of the State Personnel Board. (BD 84/64)

5A1.02 Standards for Selection of Members

The Association, based on the judgment of its officers and headquarters staff, may oppose the appointments and membership on the State Personnel Board of persons under consideration unless they meet the following standards: (BD 391/67)

- (a) Good moral character; (BD 391/67)
- (b) Demonstrated interest in California state government; (BD 391/67)
- (c) Demonstrated interest in the principles of the merit system; (BD 391/67)
- (d) No employment or affiliation which would be in conflict with performance as a member of the State Personnel Board; (BD 391/67)
- (e) No current elective office in a political party. (BD 391/67)

5A1.03 Independent Status

The Association will oppose any plan which will change the independent status of the State Personnel Board. (BD 50/92/2)

5A2.00 PUBLIC EMPLOYEES' RETIREMENT SYSTEM

5A2.01 Independence of Current Functions

The functions currently performed by the PERS should remain under the administration of an independent board and should not be incorporated into another state agency. (BD 84/64, BD 328/68(14))

DIVISION 6: HEALTH AND SAFETY

A. BROAD GOALS

6A1.00 ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS)

- 6A1.01 The Association urges increased commitment by the state of resources, both financial and staff, for research into HIV and other causes and methods of the transmission of AIDS. (BD 51/88/2, BD 61/03/2)
- 6A1.02 The Association calls on the state to educate persons with HIV, AIDS or AIDS-related complex (ARC), individuals in high risk groups, and workers who may be exposed to HIV and the AIDS virus about the disease and the appropriate measures to prevent its transmission. (BD 51/88/2, BD 61/03/2)
- 6A1.03 The Association urges the state to develop programs and materials to better inform the public about how the disease is and is not transmitted. (BD 51/88/2)
- 6A1.04 The Association will diligently pursue the protection of its members from risk of contracting the disease and from discrimination against workers in high risk groups. (BD 51/88/2)
- 6A1.05 The Association will diligently work to educate workers about HIV and AIDS to provide guidance to workers who may be occupationally exposed to the disease. (BD 51/88/2, BD 61/03/2)
- 6A1.06 The Association, as part of its commitment to protect the rights of all workers, will pursue the protection of persons with HIV, AIDS or ARC and members of high risk groups from unwarranted intrusion and other workers whose rights are threatened because of the disease. (BD 51/88/2, BD 61/03/2)
- 6A1.07 The Association will work to obtain adequate funding and programs to assure proper medical care and social support to lessen the tragedy and suffering of those unfortunate individuals who are diagnosed as having HIV, AIDS or ARC and their families. (BD 51/88/2, BD 61/03/2)

DIVISION 7: STATEMENT OF UNITY

A. BROAD GOALS

7A1.00 MOVING INTO THE 21ST CENTURY UNITED IN PURPOSE AND ACTION

7A1.01 Purpose of Existence of CSEA

CSEA exists to further the interests and aims of its members: rank-and-file, supervisor, management/confidential, exempt, California State University employees and retirees of the State of California. It promotes the rights of rank-and-file employees to collectively bargain improved terms and conditions of employment. It gives equal prominence to the welfare of supervisors, managers and confidentials and respects their effort to administer and guide the state's workforce. CSEA shall fight to protect and improve the pension and health benefits for those whose careers were spent in state service. (BD 46/01/2, BD 69/02/5)

7A1.02 Intertwining of Interests

At the organization's core is the recognition that the interests of one group within CSEA are intertwined and inseparable from the interests of all others. Rank-and-file workers negotiate improved wages and benefits at the bargaining table. When excluded employees' (supervisors, managers and confidentials) terms and conditions are improved through meet and confer with the DPA and the legislature, rank-and-file employees ultimately benefit through enhanced promotional opportunities. When CSEA prevents the state from contracting out jobs, both excluded and rank-and-file workers benefit. When retirees obtain improved pension rights and benefits, rank-and-file and excluded employees will share in these achievements when they retire. (BD 46/01/2)

7A1.03 Cooperation Between Members

In the larger community, CSEA is viewed as a force of considerable import which moves its members in a common direction. Past accomplishments share a common factor - cooperation between the CSEA members. (BD 46/01/2)

7A1.04 Multiple Challenges

Facing multiple external challenges, including pressure to increase contracting out, elimination of affirmative action programs, re-inventing government through layoffs, displacement, and consolidation, requires a well-coordinated and focused response from CSEA leadership, membership, and staff. (BD 46/01/2)

- (a) After having established common direction, the Association shall incorporate the many voices within CSEA in order to speak with one voice and act with shared resolve. The officers, membership and staff shall act in concert and devote resources as currently allocated by each division/affiliate and take direction from the president to implement our strategy. (BD 46/01/2)
- (b) The CSEA president and Executive Committee, assisted by staff, shall develop a strategy that contains adequate funds to eliminate threats to the Association utilizing currently budgeted fiscal resources. (BD 46/01/2)
- (c) The Association shall streamline CSEA's internal operations and become flexible enough to meet any threats to the organization. (BD 46/01/2)

7A2.00 REFORMS OF THE STATE CIVIL SERVICE MERIT SYSTEM

- (a) CSEA shall draw attention through communications, legislation and legal action regarding the public investment in effective state services. CSEA shall concentrate those efforts to bring to light serious problems with the alleged cost-effectiveness, accountability and quality of contracting out. (BD 46/01/2)
- (b) CSEA shall educate the membership about contracting out and the negative impact on and its consequences for jobs and services. (BD 46/01/2)
- (c) CSEA shall seek support from other state employee organizations and enlist SEIU to oppose any future or further efforts to erode public services. (BD 46/01/2)
- (d) CSEA shall develop and communicate to the public and membership a series of issue papers advancing our views of delivery of state service for the 21st century. (BD 46/01/2)

7A3.00 ENHANCING AND PROTECTING THE RIGHTS OF MEMBERS

- (a) CSEA shall develop flexible internal operations emphasizing member education, commitment and mobilization around issues. (BD 46/01/2)
- (b) CSEA shall value each member's and staff's contribution to the whole, while recognizing and respecting the division/affiliate autonomy. (BD 46/01/2)
- (c) CSEA shall focus its representational efforts based upon issues, striving to involve all members where issues have common ground.

(BD 46/01/2)

- (d) CSEA shall develop methods, policies and practices that provide for the divisions/affiliates to identify and develop joint strategies and actions to mobilize the whole organization to meet future challenges. (BD 46/01/2)

7A4.00 PUBLIC RELATIONS

- (a) CSEA shall utilize appropriate resources from the central support budget for support of legislative and public relations activities including funds for paid media. (BD 46/01/2)
- (b) CSEA shall develop and distribute to all members a CSEA statewide publication. (BD 46/01/2)
- (c) CSEA shall be positive in identifying themes based on services provided by state employees and issues which highlight for the public in a positive manner the need for public services that are provided by our members using public service ads or other broadcast media. (BD 46/01/2)
- (d) CSEA shall solicit support and maintain an active relationship with community-based organizations. (BD 46/01/2)
- (e) CSEA shall encourage SEIU to foster a media environment more receptive to local efforts promoting workers and their services in the State of California. (BD 46/01/2)

7A5.00 AFFIRMING FAIR AND EQUITABLE TREATMENT

CSEA shall reinforce its opposition to discrimination and promote positive pro-active redress of institutionalized barriers for opportunities. The Board of Directors should be responsible for implementation of this recommendation. (BD 46/01/2)

7A6.00 MEMBERSHIP GROWTH

- (a) CSEA shall encourage the sharing of programs and information between divisions/affiliates regarding membership recruitment programs. (BD 46/01/2, BD 69/02/5)
- (b) CSEA shall utilize any other resources to enhance programs for increasing membership and visibility. (BD 46/01/2, BD 69/02/5)
- (c) All membership recruitment programs shall recognize and celebrate diversity. (BD 46/01/2, BD 69/02/5)

- (d) The divisions/affiliates are encouraged to see that their members maintain and continue their CSEA membership at the time of their retirement by joining the Retired Division of CSEA. (BD 46/01/2, BD 69/02/5)

7A7.00

LEGISLATIVE

- (a) CSEA shall increase our visibility and work on legislative and budget issues. (BD 46/01/2, BD 69/02/5)
- (b) CSEA shall recognize the autonomy of divisions/affiliates while recognizing the importance of speaking with one voice on legislative issues. (BD 46/01/2, BD 69/02/5)
- (c) All divisions/affiliates are encouraged to support each other's legislative agenda where possible. (BD 46/01/2, BD 69/02/5)
- (d) CSEA shall continue to work in coalitions to advance the overall legislative agenda for organized labor and retirees. (BD 46/01/2, BD 69/02/5)

7A8.00

POLITICAL

- (a) CSEA shall continue to support the political action guide for divisions/affiliates to utilize in recruiting volunteers for political activity and recruiting C-MAC members. (BD 46/01/2, BD 69/02/5)
- (b) Each division/affiliate is encouraged to set C-MAC membership goals and report these goals and their outcome to the Board of Directors. (BD 46/01/2, BD 69/02/5)
- (c) CSEA shall increase its volunteer activists for all future election cycles through communications and education. (BD 46/01/2, BD 69/02/5)
- (d) The Board of Directors shall recommend that C-MAC develop a recognition program for chapters/DLCs that could act as an incentive to recruit new C-MAC members and/or volunteers. (BD 46/01/2, BD 69/02/5)
- (e) All division/affiliate training programs shall include a component on the importance of political volunteerism and C-MAC membership recruitment. (BD 46/01/2, BD 69/02/5)
- (f) Each division/affiliate is encouraged to designate a political action contact at the chapter/DLC level. (BD 46/01/2, BD 69/02/5)

- (g) CSEA shall actively participate in CalPERS board elections. (BD 46/01/2, BD 69/02/5)

7A9.00 CSEA STAFF VALUES AND BELIEFS

As part of the strategic planning process for the year ahead, the staff of CSEA rededicated itself to the values, beliefs and basic goals of CSEA and of the members we are all privileged to represent: (BD 46/01/2)

- (a) To empower members, leaders and staff and encourage them to take personal responsibility for CSEA and its activities and programs; (BD 46/01/2)
- (b) To build an effective, dynamic organization which is pro-active rather than reactive; (BD 46/01/2)
- (c) To build an organization that is unified, where everyone can work in harmony toward our common goals and respect each other; (BD 46/01/2)
- (d) To reach out to allies in the labor movement, the community and to those constituents that state workers provide services to/for; (BD 46/01/2)
- (e) To be a strong political force that fights for state workers and those who use state services; (BD 46/01/2)
- (f) To build activists in the workplace to solve problems and involve members in the decision-making process; (BD 46/01/2)
- (g) Through education, to establish belief in both the ideals of the labor movement and the issues of importance to workers, i.e., solidarity, economic and social justice for all, equal pay for equal work, upward mobility, affirmative action, domestic partner benefits, child care programs and quality health care; (BD 46/01/2)
- (h) To build an organization that is visible and respected by the members, the community, our allies and our opponents, as well as ourselves; (BD 46/01/2)
- (i) To establish efficient, coordinated follow-through and accountability; (BD 46/01/2)
- (j) To live by these values and beliefs every day in the work that we do; (BD 46/01/2)
- (k) To defend the rights of members, but not condone inappropriate behavior; (BD 46/01/2)

- (l) To encourage member participation in the Association at all levels;
and (BD 46/01/2)
- (m) To build a union that delivers for its members and is sensitive to the
members' needs. (BD 46/01/2)