

**UNTF**  
**Union of Nontenure-Track Faculty**  
**at Michigan State University**  
**Local 1855 AFT, AFL-CIO**

## Collective vs. Individual Bargaining

The UNTF is certified by the state of Michigan to collectively bargain over working conditions on behalf of all fixed term teaching faculty and academic staff. This means we approach MSU as a group and bargain with the power of the group. But the MSU/UNTF contract is unique in some ways. It recognizes the nature of faculty and academic staff and allows for some working conditions to be individually bargained. In these cases, the individual faculty or academic staff can bargain the best deal possible with her/his department. Some examples:

### Starting Wages

The minimum starting salary is collectively bargained. No department may pay less than the amount in the MSU/UNTF contract. Collective bargaining has worked for minimum salaries. They have been significantly increased since the creation of the UNTF.

Salaries above the minimum are individually bargained. There is a wide variety of salaries being paid from the minimum to more than \$200,000 per year. For some individuals, in some departments, individual bargaining works for their salary.

### Raises

The annual raise pool is collectively bargained. Each college must distribute a pool equal to a percent of each UNTF represented members salary. Collective bargaining has worked for the annual raises. Prior to the UNTF, in some departments fixed term teaching faculty and academic staff never got a raise. This academic year 96% of eligible UNTF members were given an annual raise.

Other raises are individually bargained. Departments have a variety of means for increasing salaries. Some build it into appointment offers. Some do it at reappointment. Some do it at the same time annual raises are distributed. Some rarely give such increases to fixed term faculty and academic staff. But there is nothing in the MSU/UNTF contract that prohibits departments from giving additional increases and it happens somewhere in the University every month.

### Job Security

Job security is bargained both individually and collectively. An individual can bargain a long term appointment at hire or a reappointment. The UNTF has also collectively bargained a mechanism, Designation B, to require long term rolling appointments.

Currently 102 fixed term teaching faculty and academic staff have appointments that run more than a year. About half of those were individually bargained and are not Designation B. Designation B is a rolling appointment. Each year another year is added to the appointment. 3 fixed term teaching faculty and academic staff have managed to negotiate rolling appointments on their own behalf. 51 fixed term teaching faculty and academic staff have gotten rolling appointments by the collectively bargained Designation B.

### Course Fee Courtesy Program

The Course Fee Courtesy program is bargained both individually and collectively. This program gives a tuition reduction to spouses and children. Collective bargaining requires the University to provide it to full time UNTF members after 60 full time equivalent service months. An individual can bargain the program without the 60 month wait into their appointment offer.

The UNTF has attempted to strike a balance of using the collective power to better the working conditions for all its members while leaving the flexibility for members to negotiate a better deal when they can.

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# MSU Cyber Attack

## Background

In November 2016, MSU was a target of a cyberattack that put some MSU personal information at risk. The cyberattack involved unauthorized access to a university database containing records of current and former MSU employees and students.

## Who was affected by the data breach?

- The unauthorized party had access to a database containing about 400,000 records; Those affected include
  - All faculty, staff and students employed by MSU between 1970 and Nov. 13, 2016
  - Students who attended MSU between 1991 and 2016
- only 449 of the 400,000 records were confirmed to be accessed by the unauthorized party
- The 449 confirmed have been individually notified.

## What kind of data was accessed?

- The records included name, Social Security number, MSU identification numbers, and in some cases, date of birth.
- No passwords or financial, academic, contact or health information were compromised.

## What is MSU doing to protect our information?

- The affected database was taken offline within 24 hours of the unauthorized access.
- MSU has launched a comprehensive information security program to increase the security position of the university.
- MSU has accelerated information security projects for key risk areas.
- It is offering identity theft protection for the next 2 years to all 400,000 individuals who were in the database.

## How do I enroll in the identity theft protection?

- To enroll in identity theft monitoring, call 855-231-9331 or visit <https://msu.allclearid.com>.
- Identity theft protection coverage extends through Nov. 30, 2018.

## How do I know if the email, phone call, or postal mail I received is authentic?

- If you have any concerns about the authenticity of any communication, do not click on links and only use the contact information provided at <https://msu.allclearid.com>.

**UNTF officers who have signed up for the identity theft protection report that it takes about 1/2 an hour, is thorough and professional.**

## Travel Fund

The UNTF Executive Board is pleased to announce that we will once again offer the Professional Development Travel Fund for spring 2017. The PDTF provides grants of \$200 to full members who are attending out of town conferences or other trainings for purposes of professional development.

This semester the board has allocated a total of \$4000 for the eligible members. If the office receives more applications for grants than moneys available, the board will choose recipients via a lottery system. The application form can be found on our website, [untf.org](http://untf.org) and should be submitted by February 28, 2017. For more information, please feel free to contact us at [office@untf.org](mailto:office@untf.org).

## Designation B In-service

Prior to the formation of UNTF, fixed term faculty and academic staff at MSU had no way gain job security. Teaching faculty and academic staff were hired year after year with no guarantee of continued employment. The MSU/UNTF contract now contains Designation B, a status that gives 3 year rolling appointments.

In November UNTF held an in-service on how to apply for Designation B. Nine UNTF members from a variety of colleges attended.

Spring semester Designation B applications are due by January 31<sup>st</sup>. The next application period will be August 15 – September 15, 2017. UNTF members may apply during the start of their 10<sup>th</sup> semester of teaching or any semester after that. Currently 51 UNTF members enjoy the status of Designation B. For more information, contact the UNTF office.

## Merit Raises

The MSU/UNTF contract guaranteed a raise pool of 2% this year for fixed term teaching faculty and academic staff. That pool has been distributed. In addition, minimum salary levels were increased 2% effective October 1.

530 employees were eligible for the UNTF merit raise this year.

**Eligibility:** In order to be eligible for a raise at the UNTF rate, an individual must have been employed by MSU *in any capacity* (not necessarily a UNTF-eligible appointment) on January 1, 2016 and must have a UNTF appointment of any percentage on October 1, 2016 or be a fall only employee who worked last fall and this fall.

**The Pool:** For each eligible employee in UNTF in a particular college, the university puts 2% of their UNTF salary into a pool to be distributed among employees in that college. Two percent (2%) of each eligible employee's full time salary was about \$360,000. All money in the pool **MUST** be distributed to UNTF employees. While it is possible that a given employee may receive a 0% merit increase, they must at least be *considered* for a raise if they are eligible for one. If they do not get a raise or get less than 2%, the remaining money must be given to other UNTF employees.

**Performance Evaluations:** Our contract ties merit increases to performance evaluations. This helps to limit the power of a chair to give raises only to his or her "favorites" and should increase transparency of the process. Article 18 of our contract also stipulates that employees should be evaluated once per year according to commonly accepted and publicly available standards and criteria. The contract also encourages departments to use multiple sources of information to evaluate employees – in other words, it discourages chairs or committees basing evaluations only on SIRS scores.

**Split appointments:** Those with split appointments are eligible for two separate raises prorated according to their appointments, one at the UNTF rate and one at the non-union rate.

The process used by MSU is complicated. If you have questions about your raise, be sure and contact the UNTF office.

There are a few departments that do not appear to have distributed all of their pool. (They decided not to give 1 or more eligible employees a raise but did not give that money to other UNTF employees.) We are working with MSU to determine if this is correct and how it should be remedied.

# AFT Michigan Scholarships

AFT Michigan has 3 scholarships available for future teachers.

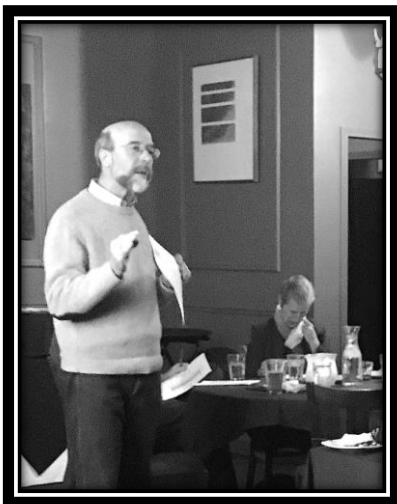
1. Graduating senior of an AFT Michigan high school with the goal of becoming a teacher.
2. Paraprofessionals and School Related Personnel who are AFT Michigan members in a teacher certification program.
3. AFT Michigan member's son and/or daughters who are graduating seniors with the goal of becoming a teacher.

The applications for these scholarships are available from the UNTF office.

The deadline for applications is June 5, 2017.

## UNTF Membership Meeting Tuesday February 7<sup>th</sup>

Our spring 2017 General Membership Meeting is open to all full members and UNTF represented faculty interested in membership.



It is Tuesday February 7<sup>th</sup> at Beggar's Banquet on Abbot Road across from campus. Join UNTF officers and staff as they give updates on what's happening with UNTF and MSU.

Appetizers will be served at 5:30 and the business meeting will start at 6:00 pm.

Hope to see you there!