

Phone: 814-227-2420 [www.apscuf.org](http://www.apscuf.org) April 2015

**Executive Committee:** President – **Elizabeth MacDaniel;**  Vice President – **Barry Sweet;** Secretary – **James Maccaferri**; Treasurer – **Linda Lillard;** Delegates –**Elizabeth MacDaniel, Karen Bolinger, Annette Rosati, Deborah Ellermeyer; Barry Sweet; Joyce Overly**  Alternate Delegates – **Nancy Clemente, Greg Goodman, Lorie Taylor, Amy Shannonhouse, Jonathan Touster;**  Coaches President - **Al Modrzejewski** Coaches Vice President – **Ron Righter;** Venango Campus – **Paul Klenowski**; CAP – **Joseph Croskey**; DRC – **Mary Buchanan**; Grievance – **Mark Kilwein**; Health & Welfare – **Marilyn Howe**; Legislative – **Jonathan Touster**; Membership – **Rhonda Clark**; Negotiations – **Elizabeth MacDaniel**; Nominations & Elections – **Jennifer May**; Gender Issues & Social Justice – **Amy Conner-Love**; Public Affairs/Relations – **t/b/d**; Student Liaison – **Naomi Bell O’Neil**;Rules & Bylaws **– Carey Childers;** Mobilization Chair – **Laurie Miller**



**Grievance Q & A with Grievance Chair Mark Kilwein**

Over the past several years, there has been an increase in both the number of grievances filed at Clarion University and the number of inquiries regarding the filing of grievances. Here is some useful information, in the event you ever find yourself considering the filing of a grievance.

**What is a grievance**? A grievance is an allegation that there has been a violation of the collective bargaining agreement (CBA) between APSCUF and PASSHE. Local agreements between APSCUF and the university are also grievable.

**What if I have been the victim of an unfair labor practice that is not specifically covered by the CBA or local agreements**? Unfortunately, you cannot file a grievance unless it involves the CBA. There may be other legal avenues to address your allegations, but not the grievance process.

**Can I file a grievance against a colleague or a department chair**? No, grievances can only be filed against the actions of managers. If, for example, a department chair initiates an action which violates your rights under the CBA, you would not file a grievance with that Chair, but instead with the manager who approved the action.

**Who can file a grievance**? Any faculty member, group of faculty members, or APSCUF itself can file grievances. When the local Clarion APSCUF President files a grievance on behalf of all the faculty members, it is termed a policy grievance. When a grievance is filed by one faculty member, it is termed an individual grievance.

**Do you have to belong to the union to file a grievance and/or to get help filing grievances**? No. Any faculty member has the right to file a grievance and to receive help from APSCUF.

**Do you have to seek help from APSCUF to file a grievance**? No. An individual faculty member may choose to file his/her own grievance and does not need APSCUF’s permission or assistance.

**Is it a difficult process**? No, it’s usually pretty easy. There are three parts to the process. First, a complaint that specifies what happened, how it violated specific articles of the collective bargaining agreement, and the remedies that are being requested. Second, a brief form is completed that will be filed with the President or her designee, usually the Vice President for Human Resources. Lastly, any relevant information the faculty member can collect to support the grievance will be turned into the statewide APSCUF Department of Labor Relations.

**How long do I have to file a grievance**? Under most circumstances, you have 40 calendar days to file the first two parts of the process, from the time you became aware of the violation. There is less time urgency for the collection of supporting evidence to statewide APSCUF.

**Who do I seek out for help filing a grievance**? Don’t wait too long to seek out a member of the Clarion APSCUF Grievance Committee; remember the clock starts ticking the day you become aware of the violation. The committee member will be happy

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to hear your concerns and to advise you on the grievance process and any Articles of the CBA that may be affected. If you decide to grieve, the committee member will file the forms with Human Resources and submit your supporting evidence to state APSCUF. APSCUF can continue to provide support as your grievance moves through the process of resolution. Grievance packets are available from committee members and in the local APSCUF office.

**What happens if I become the victim of retaliation, just for filing a grievance**? Retaliation is specifically prohibited by the CBA. You have the right to file a grievance. Retaliation is itself grievable and usually easy to prove.

**What if there is no negotiated resolution to my grievance**? While the two parties (PASSHE and APSCUF) should make every effort to resolve grievances, there are times the process is unsuccessful. Ultimately, the Statewide Grievance Committee has to decide which unresolved cases should go forward to arbitration. If a grievance is voted on to arbitration, both parties must abide by the decision of the arbitrator.

**How long does the whole process take, from start to finish**? One cannot expect rapid resolutions when there are so many moving parts. Every effort is made to address grievances in a timely manner. Obviously, grievances which can be resolved locally have the potential to be handled quickly. If a case goes all the way to arbitration, it is likely to take at least a year. While the process requires some patience, it is important not to be deterred from filing a grievance if you feel you have been the victim of a violation to the CBA.

If you have any questions on the grievance procedures, please contact me at mkilwein@clarion.edu or any Clarion APSCUF Grievance Committee Member, **Mary Buchanan** at mbuchanan@clarion.edu or **Karen Bolinger** at kbolinger@clarion.edu.

Mark Kilwein

Clarion APSCUF Grievance Chair

**SPRING 2015 MEETING DATES**

 *(Please mark your calendars!)*

**EXECUTIVE COMMITTEE (EC)**

**(Rhea Conference Room @ 3:45 pm)**

Tuesday, April 21 (Spring elections)

**MEET & DISCUSS (M&D)**

Tuesday, April 28 @ 2:30 pm (Pre-Meet)

Friday, May 1 @ 8:00 am (114 Carrier)

**Legislative Assemblies:**

\*April 23-25, 2015

 Toftrees, State College

**WELCOME NEW APSCUF MEMBER!!**

**Marcus Williams – Men’s Basketball Head Coach**



**![C:\Users\APSCUFCU\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\M86YN700\vote[1].png]() FACULTY RETIREMENT RECEPTION:** The Faculty Retirement Reception will be held on **Tuesday, April 28 at 3:45 pm** in Moore Hall. (Note change in time.) Please plan to attend and wish your retiring colleagues well as they begin this new phase of their lives. Funding for this event is generously provided by the Office of the President and Clarion APSCUF.

* **ELECTION BALLOTS: Election ballots have been sent to all faculty & APSCUF coaches. The deadline to return absentee ballots is Monday, April 20th by NOON in the APSCUF office.**
* **SPRING 2015 ELECTION DAY: The spring election will be held on Tuesday, April 21st in Carlson Library on the Clarion Campus from 9:00 am till 4 pm and Suhr Library on Venango Campus from 9:00 am till 3:00 pm. DON’T FORGET TO VOTE!**
* **NOTE: On Monday, April 20th, elections will be held in the Nursing Department in Montgomery Hall from 11 am till 2 pm.**

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# The Ninth National Gathering of the Campaign for the Future of Higher Education

# Theme: Building Alliances for Quality Higher Education: Theory to Practice

APSCUF is hosting the 9th National Gathering of the Campaign for the Future of Higher Education (CFHE) which will be held **May 22-24, 2015**, in Philadelphia. Here is the conference link that includes all the necessary information:

[**http://www.apscuf.org/issues-and-advocacy/apscuf-cfhe-conference-2015**](http://www.apscuf.org/issues-and-advocacy/apscuf-cfhe-conference-2015) **. Hurry and sign up today!** Registration will close **Monday, April 20, 2015**.

**Attention PASSHE Highmark PPO Blue Members – DON’T WAIT TILL THE LAST MINUTE TO COMPLETE YOUR PARTICIPATION REQUIREMENTS FOR *HEALTHY U*!**

****The participation deadline of the Healthy U wellness program is **May 31, 2015**. Both you and your covered spouse/same-sex domestic partner (if applicable) need to accumulate a minimum of **70 Healthy U points each** by the deadline of **May 31, 2015**. There are a wide variety of activities and programs that individuals can choose from to earn Healthy U points. Everyone is REQUIRED to complete the Wellness Profile (worth 30 points). If you attain 70 points without completing the Wellness Profile, you still must complete the Wellness Profile to qualify for the premium incentive. You can access Healthy U at [www.highmarkblueshield.com](http://www.highmarkblueshield.com). Log in with your Highmark user name and password, and select the “Rewards Program” link to get started.

**Need More Information or Assistance with Healthy U?**

* Call Highmark’s Member Services 1-888-745-3212 for general assistance
* Call Highmark’s Technical Support 1-877-298-3918 for website or login issues
* Contact our university’s Human Resources office for Healthy U information and resources

**Don’t wait till the last minute to participate! Deadline is May 31, 2015.**

**MOVERS & GROOVERS:**  Again Clarion APSCUF is proud to be a sponsor for the *Movers & Groovers - Freshman Move-In Day*, which will be held on **Friday, August 21, 2015**.  Our shift will be from **8 am till 12:30 pm**.  Residence Life Services and ***Team APSCUF*** are looking for volunteers to assist that day.

If you are interested in helping, please contact Jan in the APSCUF by **Thursday, April 30th**.  She will also need your t-shirt size for all volunteers will receive a **FREE Movers & Groovers t-shirt**.  Also, a **FREE lunch** will be provided.  ☺

**20/26 ANNUAL PAY OPTION WINDOW**

**Nine-month pay faculty who are interested in changing their pay options from 20 to 26 pays or vice versa may do so during a window period from April 1, 2015 to April 30, 2015. The change will be effective for the first paycheck of the Fall 2015 semester which is September 18, 2015. (See insert letter from State APSCUF President Ken Mash.)**

**If you so choose to change your option, please complete the 20/26 Pay Option form and return it to our Human Resources office in Carrier. Please note that this is the only opportunity to make this change during this academic year. The 20/26 Annual Pay Option form is inserted in this newsletter or is available in our Human Resources office.**

**![C:\Users\APSCUFCU\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8BNHKD31\medium-Flower-corner-166.6-14992[1].gif]()![C:\Users\APSCUFCU\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8BNHKD31\medium-Flower-corner-166.6-14992[1].gif]()![C:\Users\APSCUFCU\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8BNHKD31\medium-Flower-corner-166.6-14992[1].gif]()![C:\Users\APSCUFCU\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8BNHKD31\medium-Flower-corner-166.6-14992[1].gif]()This page is dedicated to the memory of June Hetrick. June served as Clarion APSCUF’s office manager for 26 years starting in 1981 as APSCUF implemented the third CBA in July 1981. She continued her service for 9 rounds of contract negotiations for faculty and two rounds of contract negotiations for coaches. She worked under 8 local Chapter Presidents. Throughout her years of service, June was noted for her kindness, patience, keen intelligence, sense of humor, and good organizational skills. She was always helpful to faculty and coaches and was a true friend to many APSCUF members, other office mangers across the state, and employees of State APSCUF. She will truly be missed by her family and friends. Truly I will miss running into her on the streets of Clarion. June, may you rest in peace.**

 **-Jan Walters**

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| **June M. Hetrick****3/26/1947 - 04/09/2015** |  |
| June Marie Hetrick, 68, of Clarion, passed away peacefully on Thursday, April 9, 2015, after a courageous battle with pancreatic cancer.   She was born on March 26, 1947 in Franklin, to Dr. Robert “Cudge” and Betty McElhattan. She married Dr. Richard “Denny” Hetrick on December 20, 1969 and he survives.  June and Denny celebrated 45 beautiful years of marriage. Also surviving are her daughters, Betsy Hetrick of Clarion and Amy Rouze of Richmond, VA.  June was a beloved daughter to Betty McElhattan, and adored sister to Kay Tansey, Sally Knipp (James), Sue Griffen (David), and Jane McElhattan.  June leaves behind many nieces, nephews, and grand nieces and nephews. She was preceded in death by a son, Terry Jason “T.J.” Hetrick; her father, Dr. Robert “Cudge” McElhattan; paternal grandparents, Robert Alexander and Twila McElhattan; maternal grandparents, M.B. “Dutch”  and Florence “Flossie” Rhodes; two uncles, Gene Rhodes and Glennie Rhodes; father-in-law, Ray Hetrick; and mother-in-law, Ruth Hetrick.   June graduated from Franklin Area High School in 1965.  She obtained an Associate’s degree in Clerical Studies from Robert Morris University.  Shen then worked for two years at Franklin Steel.  June obtained a Bachelor’s degree from Indiana University of PA in 1969 with a degree in Elementary Education.  June taught third grade in Dexter, ME from 1970 to 1972.  She resumed employment at Clarion University of PA as the Office Manager for the faculty union, APSCUF from 1981 to 2007.  June was known for her genuine soul, an unrelenting and natural ability to project a positive, charismatic, and loving persona to all that had the pleasure of knowing her.  She will be remembered for her positive attitude, generosity, contagious laugh, and beautiful smile.  June always extended an open invitation to her home with enthusiasm and displayed a radiance of excitement and love at gatherings.  She befriended all that met her with her positive thoughts, perseverance through life’s obstacles, and lived by the motto “I am a fighter”.  June lived her life for her family and friends.  She was intensely dedicated and centered to her role as a grandmother to grandchildren, Luke and Talis.  June was inseparable with her sister, supporter, and best friend, Sally.  She leaves behind her loving companion, her dog, Katie.  June’s departure is extremely felt and sorrowed by all that knew her.  A life gone too soon and mourned deeply. The family would like to extend extreme gratitude to Dr. Jamie Mullin, Penny Caulfield, R.N., and nursing staff from the Clarion Hospital Cancer Center for their excellent care and personal attention.  Sincere recognition to Sally Knipp, Sue Griffen, and Sandy Rhodes for their endless support and kind demeanors.  Extended appreciation to Rosanne McGuigan, Carol Sobolewski, and Carroll Girvan for the years of close friendships and memories.  Special recognition to Pat and Rosanne McGuigan, and Al Jacks for dedication to the family through this difficult time.  There will be no funeral services.  A memorial celebration for family and friends honoring June will be held at a later date.The family requests that contributions be made to the Clarion Hospital Cancer Center, 150 Doctors Lane Suite 1, Clarion, PA 16214. |





