



Message from the President...

Welcome back members, I hope you were all able to enjoy some well-deserved time off during the holidays! As we gear up for the start of the spring term, I just wanted to thank all of you for your professionalism and dedication to our students. I know this will be a busy month for everyone, however, be sure to take time to breathe and recharge, as your health and work-life balance is important!

Respectfully, Jude

Collective bargaining update...

We are still trying to negotiate the best contract possible. The Executive Director of NEARI, Bob Walsh, has been trying to assist us with the final items before we hold a membership meeting. However, our goal is to assemble either at the end of the month or early February (at the latest).

Know your rights, review the CBA...

In order to help educate the membership on their rights & responsibilities, we are highlighting key areas of the CBA in our newsletter. For this edition, we will be reviewing **Article VIII Overtime**.

Sections 8.3 & 8.4 will clarify if a members is covered by the Fair Labor Standards Act (FLSA) or if s/he are considered exempt. Note: most of our members are exempt, however, classification is based on your salary. It is especially essential for those that are considered exempt, to properly track OT hours.

The OT form is listed on the HR website, http://www.ccri.edu/hr/persforms/OT_PSABOE.pdf, please seek approval from your supervisor before working OT! For those in departments where prior approval might not always be possible (i.e. IT might need to work due to an unexpected system malfunction), speak with your supervisor about how to handle situations that are considered “emergencies”. Having this conversation early will help elevate confusion during unexpected challenges.

Keep in mind, you should never be paid less than your regular rate for extra hours worked, for performing the same job duties you would during your regular shift! If you have questions or concerns, please contact an area rep to discuss any issues.

Sick Bank Donations...

If you would like to contribute to the **Sick Leave Bank** for the year 2019, please go to your Online Leave Report in MyCCRI for the pay period Jan. 20 - Feb. 2 or Feb. 3 - Feb. 16 to donate. A leave code will be established that will allow you to donate time only during the designated periods.

Contact information for area reps...

<https://www.ccri.edu/ccripsa/area-reps.html>