

**ARTICLE 15**  
ASSOCIATION RIGHTS

- 15.1 The Association and its members shall have the right to make reasonable and lawful use of available college buildings at reasonable times for meeting purposes to requirements of the Civic Center Act and applicable Board policies provided that such use, when applied for, shall be granted if no conflict exists and provided that such use which necessitates custodial overtime shall be compensated by the Association at the rate of \$10 per hour. The Association agrees to leave college buildings in the condition found, free of damage or loss other than damage resulting from normal wear and tear.
- 15.2 The Association shall have the right to post notices of official Association activities on designated employee/employer bulletin boards, at least one of which is provided in each work site in areas frequented by employees. The Association shall not post or distribute any information which is false, derogatory, or defamatory. All literature must be dated and must identify the person and organization responsible for its posting or distribution. Copies of all materials posted or distributed shall be mailed to the Superintendent/President or his/her designee at the time materials are posted or distributed. Such posting or distribution which violate the aforementioned provisions shall be subject to removal by the District.
- 15.3 Authorized representatives of the Association shall be permitted to transact lawful official Association business on college property at reasonable times, as limited below, provided that upon arriving at a college or work site any such representative shall first report to the site or work administrator to announce his/her presence and the intended length of visit. No representative or employee shall interrupt or interfere in any way with the instructional program, normal college operations, or normal work schedules or operations. Contacts with employees shall be limited to non-work hours and non-assigned times such as breaks, duty-free lunch periods, and before or after working hours.
- 15.4 The Association shall receive paid release time for a maximum of five days for each Chapter delegate to a maximum of five delegates to attend the annual CSEA Conference.
- 15.5 With the approval of the Superintendent/President, one employee may be granted release time with or without pay if he/she is a State Officer of CSEA or State Committee Member of CSEA.
- 15.6 With the approval of the Superintendent and President, the local chapter President shall be authorized up to 40 (forty) hours release time annually to conduct Association business provided that the Association reimburses the District an amount equal to the employee's salary for such period of time.
- 15.7 When classified representatives are appointed to college committees that address subjects within the scope of collective bargaining, such appointments shall be made by CSEA. Employees shall receive release time for the purpose of attending committee meetings. Committees include, but are not limited to Benefits, Budget, Coordinating Council, Professional Development, Safety and Health and other committees that do not yet exist or existing committees that change their focus and address subjects within the scope of collective bargaining. Additionally, CSEA shall have the right to appoint classified representatives in accordance with Education Code Section 70901.2.
- 15.8 The District will make available to the Association office space on the main campus for the Association to lease from the District at a reasonable rate, not to exceed one hundred dollars (\$100.00) per year, to be determined between the District and the Association.

- 15.9 The District shall provide CSEA with 40 hours per month to be used by Association Representatives for the purpose of conducting association business. This amount of release time is in addition to release time provided for members of the Association's negotiation team, grievance meetings and for attendance at District committee meetings. At least 2 hours prior to utilizing any release time, CSEA will notify the appropriate immediate supervisor of the name of the employee to be released and the anticipated duration of the release time. Release time shall be granted except in the event of an immediate work related need.
- 15.10 At the beginning of each fiscal year, the District, upon request by the Association, shall provide the Association with a current seniority list of all bargaining unit employees.
- 15.11 The District shall provide the Association on a monthly basis a list of employees hired into bargaining unit positions.
- 15.11.1 CSEA may designate one executive board member to receive view only access to the District's on-line position request data.
- 15.11.2 Unit employees may modify their work schedule on days in which the Association holds a Chapter meeting to take their lunch break to coincide with the time of the Association meeting. In the event that an employee regularly is scheduled for a thirty minute lunch on days in which the Association holds a Chapter meeting, such employees may extend their lunch to one hour to coincide with the time of the Association meeting. In the event that an employee extends their lunch period from half an hour to one hour, the employee may either start his/her work shift half an hour earlier or extend their normal ending time by half an hour. Employees must inform their immediate supervisor of their intent to modify their lunch break to attend a Chapter meeting at least two days prior to the date of the Chapter meeting. Members of the Chapter Executive Committee may utilize this provision for purposes of attending Executive Committee meetings.
- 15.12 The District shall provide reasonable computer access to all unit members to conduct District business.
- 15.13 The District will post the contract on the District's web site and shall issue a printed copy to each bargaining unit employee. The cover page to the contract shall include the CSEA logo.