



# PUBLIC EMPLOYMENT RELATIONS BOARD NOTICE OF ELECTION



Election Telephone Number: 1-800-529-5218

**EMPLOYER: TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY**

**PURPOSE OF THIS ELECTION:** This election is to determine the representative, if any, desired by the eligible employees for the purpose of meeting and conferring with their employer.

**SECRET BALLOT VOTE:** This election will be electronically conducted by secret ballot under the supervision of the Public Employment Relations Board (PERB).

On the date shown at the right of this Notice, PERB's vendor American Arbitration Association (AAA) will e-mail voter instructions to each eligible voter. The e-mail will have a link to access AAA's election portal, an organization ID, your Personal Identification Number (PIN) and a phone number to AAA's help desk. To submit your vote, open the link provided by AAA and enter the organization ID and PIN. Then check the box "I'm not a robot" and click "Log in." You will then be directed to a second page where you will select from two options and submit your vote. You will be able to review your vote before confirming your selection. Once your selection has been confirmed, you will see a page stating: "Your vote has been processed successfully."

A majority of the valid ballots cast will determine the result of the election.

A sample of the official electronic ballot is shown on this Notice.

**VOTER ELIGIBILITY:** The employees eligible to vote are the employees described in the VOTING UNIT on this Notice who actually worked during the months of May, June, July, August, September, or October 2023. Such employees who were/are ill, on vacation, on leave of absence or sabbatical, temporarily laid-off, and employees in the military service of the United States shall be eligible to vote. Additionally, excluded from the VOTING UNIT are employees who did not work in May, June, July, August, September, or October 2023.

**INTERFERENCE WITH ELECTION:** Any person who shall willfully resist, prevent, impede or interfere with any agent of PERB in the performance of his/her duties regarding the conduct of this election shall be guilty of a misdemeanor and upon conviction thereof shall be sentenced to pay a fine of not more than one thousand dollars (\$1,000).

## ELECTION DATES

- Wednesday, January 24, 2024** - PERB's vendor AAA will e-mail instructions to access AAA's election portal, an organization ID, PIN, and AAA's help desk phone number to each eligible voter.
- Thursday, January 25, 2024, 8:00 a.m. PST** - Electronic voting is open.
- Thursday, February 22, 2024, 5:00 p.m. PST** - Electronic votes must be **submitted** by this date and time in order to be counted. If you receive a challenged mailed ballot, it must be **received** by **PERB** by this date and time.

## WHAT TO DO IF YOU DO NOT RECEIVE AN E-MAIL FROM AAA

If you are eligible to vote and have not received voting instructions from AAA with your PIN as of **Thursday, January 25, 2024**, you may call AAA at the telephone number shown at the top of this notice for assistance.

Requests for PINs and/or technical support from AAA will be provided from **Thursday, January 25, 2024, at 6:00 a.m. PST through Thursday, February 22, 2024, at 5:00 p.m. PST**. Only the voter may request their PIN.

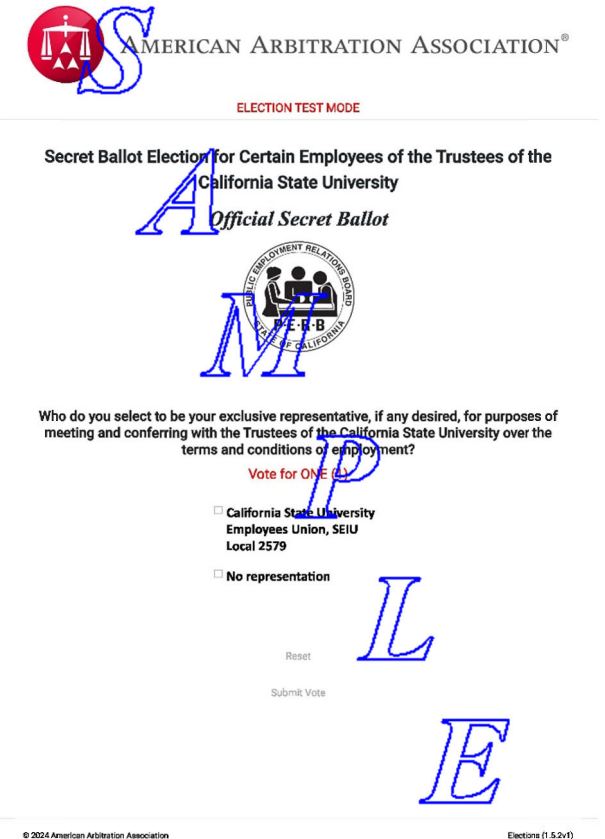
If you believe you are eligible to vote but your name is not on the voter list, you may request a challenged ballot by calling AAA. AAA will provide PERB with your mailing address, e-mail address, and telephone number. PERB will mail you a provisional ballot package with instructions on casting the challenged ballot by mail. Challenged ballots may be requested **ONLY** from **Thursday, January 25, 2024, at 6:00 a.m. PST through Thursday, February 8, 2024, at 2:00 p.m. PST**.

## THE VOTING UNIT:

**Shall INCLUDE:** All student employees working in the following classifications: Student – Non-Citizen Student (Title Code 1868); Student Assistant (Title Code 1870); Student Training On-Campus Work Study (Title Code 1871); Bridge Student Assistant (Title Code 1874); and Bridge Student Assistant On-Campus Work Study (Title Code 1875).

**Shall EXCLUDE:** Individuals employed by an auxiliary organization or foundation; all volunteers; all supervisory employees; all professional employees; all confidential employees; and all student employees working in the following classifications: Student Trainee Off-Campus Work Study (Title Code 1872); Student Trainee, LAEP On-Campus Work Study (Title Code 1880); and Student Trainee, LAEP Off-Campus Work Study (Title Code 1881).

## SAMPLE e-BALLOT



## DATE, TIME AND LOCATION OF ELECTION RESULTS:

The results will be announced on **Friday, February 23, 2024**, beginning at 10:00 a.m., at the Public Employment Relations Board, Sacramento Regional Office, located at 1031 18th Street, Sacramento, California.