<table>
<thead>
<tr>
<th>Acronym</th>
<th>Complete Name</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAA</td>
<td>American Arbitration Association</td>
<td>The association from which arbitrators are usually selected.</td>
</tr>
<tr>
<td>AAUP</td>
<td>American Association of University Professors</td>
<td></td>
</tr>
<tr>
<td>ABC</td>
<td>Association for Better Citizenship</td>
<td>Political Action Committee that provides financial resources for CTA and locally endorsed political candidates, initiatives and bond elections.</td>
</tr>
<tr>
<td>ACSA</td>
<td>Association of California School Administrators</td>
<td></td>
</tr>
<tr>
<td>ADA</td>
<td>Average Daily Attendance</td>
<td>The total average daily enrollment reduced by unexcused absences and divided by the minimum number of legally required days. State support for public schools is on a per ADA basis.</td>
</tr>
<tr>
<td>ADA</td>
<td>Americans With Disabilities Act</td>
<td>A federal law requiring access and inclusion of worker with disabilities.</td>
</tr>
<tr>
<td>AFL/CIO</td>
<td>American Federation of Labor/Congress of Industrial Organizations</td>
<td>A broad based organization composed of labor unions. Formed in 1955 through the merger of the AFL and CIO. NEA and its affiliates are not members of the AFL/CIO.</td>
</tr>
<tr>
<td>AFT</td>
<td>American Federation of Teachers</td>
<td>A competing organization representing certificated school employees.</td>
</tr>
<tr>
<td>APLS</td>
<td>Appeal Panel for Legal Services</td>
<td>A CTA committee designated to review a member’s appeal for legal services that have been previously denied.</td>
</tr>
<tr>
<td>AR</td>
<td>Association Representative</td>
<td>Same as building, site or faculty representative.</td>
</tr>
<tr>
<td>AUTOC</td>
<td>Alliance of Urban Teachers of California</td>
<td>A voluntary alliance composed of urban affiliates of CTA/NEA.</td>
</tr>
<tr>
<td>BCLAD</td>
<td>Bilingual Cross-Cultural Language Academic Development</td>
<td>Bilingual Teaching Certificate</td>
</tr>
<tr>
<td>BR</td>
<td>Building Representative</td>
<td>Same as association or faculty representative.</td>
</tr>
<tr>
<td>BRL</td>
<td>Base Revenue Limit</td>
<td>The income limit for each school district which is used to determine its general fund income and future inflation allowances.</td>
</tr>
<tr>
<td>BU</td>
<td>Bargaining Unit</td>
<td>The defined group of workers covered by a collective bargaining agreement.</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>Curriculum &amp; Instruction</td>
<td>Many locals have C&amp;I committees.</td>
</tr>
<tr>
<td>CAL – ESP/NEA</td>
<td>Educational Support Professionals (classified school employees) organization.</td>
<td></td>
</tr>
<tr>
<td>CALOSHA</td>
<td>California Occupational Safety &amp; Health Act or California Office of Safety and Health Administration</td>
<td>The California state agency charged with the responsibility of enforcing federal and state statutes for safety and health in the workplace in California.</td>
</tr>
<tr>
<td>CAP</td>
<td>Crisis Assistance Panel</td>
<td>Advisory group to assist in screening chapter requests for financial assistance.</td>
</tr>
<tr>
<td>CAS</td>
<td>California Associate Staff</td>
<td>The union which represents all association staff employed by CTA which is affiliated with the NSO.</td>
</tr>
<tr>
<td>CAPE</td>
<td>Coalition of American Public Employees</td>
<td>Also referred to as the contract or the agreement.</td>
</tr>
<tr>
<td>CBA</td>
<td>Collective Bargaining Agreement</td>
<td>The examination that must be passed by a person applying for a credential, permit, certificate, authorization, or renewal of emergency credential.</td>
</tr>
<tr>
<td>CBEST</td>
<td>California Basic Educational Skills Test</td>
<td>Provides information on state credentialing procedures, regulations, and examinations.</td>
</tr>
<tr>
<td>CCA</td>
<td>Community College Association</td>
<td>Statewide affiliate of CTA/NEA. Represents faculty in the California community colleges.</td>
</tr>
<tr>
<td>CCTC</td>
<td>California Commission on Teacher Credentialing</td>
<td></td>
</tr>
<tr>
<td>CDC</td>
<td>Child Development Center(s)</td>
<td>Preschool programs and after school programs in the public schools. Also known as Children’s Centers.</td>
</tr>
<tr>
<td>CDE</td>
<td>California Department of Education</td>
<td>California agency that oversees public education.</td>
</tr>
<tr>
<td>CFA</td>
<td>California Faculty Association</td>
<td>Statewide affiliate of CTA/NEA (and other organizations). Represents faculty at all Cal State University campuses with one statewide collective bargaining agreement.</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Full Form</td>
<td></td>
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</tr>
<tr>
<td>CFT</td>
<td>California Federation of Teachers</td>
<td>The California State affiliate of AFT.</td>
</tr>
<tr>
<td>CLAD</td>
<td>Cross-Cultural Language Academic Development</td>
<td>Teaching certificate to work with limited English speaking students.</td>
</tr>
<tr>
<td>COE</td>
<td>County Office of Education</td>
<td></td>
</tr>
<tr>
<td>COLA</td>
<td>Cost of Living Adjustment</td>
<td>Periodic monetary adjustments based on changes in the Consumer Price Index, usually according to an escalator clause in a contract or a piece of legislation.</td>
</tr>
<tr>
<td>CPEC</td>
<td>California Postsecondary Education Commission</td>
<td>Issues studies, reports and recommendations concerning statewide higher education issues.</td>
</tr>
<tr>
<td>CPI</td>
<td>Consumer Price Index</td>
<td>Index utilized by the U.S. Bureau of Labor Statistics to measure changes in costs of specified items on a nationwide and regional basis.</td>
</tr>
<tr>
<td>CSBA</td>
<td>California School Boards Association</td>
<td></td>
</tr>
<tr>
<td>CSDE</td>
<td>California State Department of Education</td>
<td>Also referred to as SDE.</td>
</tr>
<tr>
<td>CSEA</td>
<td>California School Employees Association</td>
<td>A union representing non-certificated school employees in California.</td>
</tr>
<tr>
<td>CSEA</td>
<td>California State Employees Association</td>
<td>Known as “Big CSEA” – The union for the employees of the State of California.</td>
</tr>
<tr>
<td>CSO</td>
<td>California Staff Organization</td>
<td>The union which represents all professional staff employed by CTA which is affiliated with the NSO.</td>
</tr>
<tr>
<td>CTA</td>
<td>California Teachers Association</td>
<td></td>
</tr>
<tr>
<td>CTA-R</td>
<td>CTA Retired</td>
<td></td>
</tr>
<tr>
<td>DFEH</td>
<td>Department of Fair Employment and Housing</td>
<td>California agency that administers discrimination claims.</td>
</tr>
<tr>
<td>DFR</td>
<td>Duty of Fair Representation</td>
<td>Duty of fair representation, the statutory duty of the bargaining agent to fairly represent all bargaining unit members.</td>
</tr>
<tr>
<td>DHRM</td>
<td>Department of Human Resources Management</td>
<td>CTA department.</td>
</tr>
<tr>
<td>DOE</td>
<td>Department of Education</td>
<td>Usually refers to the Department at the Federal level (see CDE for California).</td>
</tr>
<tr>
<td>ECE</td>
<td>Early Childhood Education</td>
<td></td>
</tr>
<tr>
<td>EEOC</td>
<td>Equal Employment Opportunity Commission</td>
<td>A Federal agency charged with enforcing non-discrimination laws (see also DFEH).</td>
</tr>
<tr>
<td>EERA</td>
<td>Educational Employment Relations Act</td>
<td>The section of the California Government Code which provides the right of California school employees to engage in collective bargaining.</td>
</tr>
<tr>
<td>ELD</td>
<td>English Language Development</td>
<td>Relates to credential preparation for teachers.</td>
</tr>
<tr>
<td>EMAC</td>
<td>Ethnic Minority Affairs Committee</td>
<td>CTA committee making recommendations to the CTA Board of Directors.</td>
</tr>
<tr>
<td>ERA</td>
<td>Equal Rights Amendment</td>
<td></td>
</tr>
<tr>
<td>ERISA</td>
<td>Employee Retirement Income Security Act</td>
<td></td>
</tr>
<tr>
<td>ESEA</td>
<td>Elementary and Secondary Education Act</td>
<td>“No Child Left Behind Act”</td>
</tr>
<tr>
<td>ESP</td>
<td>Educational Support Professionals</td>
<td>Non-certificated (classified) employees in a public school district.</td>
</tr>
<tr>
<td>FACT</td>
<td>Foundation to Assist California Teachers</td>
<td>A CTA sponsored charitable organization to assist teachers in need. The Foundation is funded for the most part through payroll deductions of CTA members.</td>
</tr>
<tr>
<td>FEHA</td>
<td>Fair Employment and Housing Administration</td>
<td>California agency formed to enforce non-discrimination laws.</td>
</tr>
<tr>
<td>FMLA</td>
<td>Federal Family &amp; Medical Leave Act</td>
<td></td>
</tr>
<tr>
<td>FR</td>
<td>Faculty Representative</td>
<td>Same as association, building or site representative.</td>
</tr>
<tr>
<td>FTE</td>
<td>Full-Time Equivalent</td>
<td>UniServ funding from CTA and NEA is based upon FTE membership.</td>
</tr>
<tr>
<td>GATE</td>
<td>Gifted and Talented Education</td>
<td>Program in public schools.</td>
</tr>
<tr>
<td>GLS</td>
<td>Group Legal Services</td>
<td>CTA program which provides legal services to members and chapters.</td>
</tr>
<tr>
<td>GOTV</td>
<td>Get Out the Vote</td>
<td></td>
</tr>
<tr>
<td>GR</td>
<td>Governmental Relations</td>
<td>The lobbying and political action program of CTA &amp; NEA.</td>
</tr>
<tr>
<td>HEERA</td>
<td>Higher Education Employment Relations Act</td>
<td>The section of the California Government Code which provides the right of California Higher Education employees to engage in collective bargaining.</td>
</tr>
<tr>
<td>HR</td>
<td>Human Rights</td>
<td>CTA department</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Description</td>
<td>Details</td>
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<tr>
<td>IAF</td>
<td>Industrial Areas Foundation</td>
<td>A broad-based organization involved in community organizing throughout the country. Becoming more involved in school reform issues.</td>
</tr>
<tr>
<td>IBB</td>
<td>Interest Based Bargaining</td>
<td>Bargaining process based upon so-called “win-win” bargaining. CTA has an intensive training program.</td>
</tr>
<tr>
<td>ICCUFA</td>
<td>Independent California College and University Faculty Association</td>
<td>Statewide affiliate of CTA composed of faculty in private colleges and universities. Does NOT represent faculty in collective bargaining.</td>
</tr>
<tr>
<td>IEP</td>
<td>Individualized Educational Program</td>
<td>An individualized plan required for every student with special needs.</td>
</tr>
<tr>
<td>IPD</td>
<td>Instruction and Professional Development</td>
<td>CTA department</td>
</tr>
<tr>
<td>ISP</td>
<td>Internet Service Provider</td>
<td></td>
</tr>
<tr>
<td>ISSD</td>
<td>Integrated Systems &amp; Strategies Department</td>
<td>CTA department which provides technological support.</td>
</tr>
<tr>
<td>LEP</td>
<td>Limited English Proficient</td>
<td>Refers to students</td>
</tr>
<tr>
<td>LOA</td>
<td>Leave of Absence</td>
<td></td>
</tr>
<tr>
<td>NCUEA</td>
<td>National Council of Urban Education Associations</td>
<td>Composed of urban local affiliates of NEA</td>
</tr>
<tr>
<td>NEA</td>
<td>National Education Association</td>
<td>CTA is the state affiliate of NEA. NEA is the nation’s largest organization of working men and women (labor union). Not affiliated with AFL-CIO.</td>
</tr>
<tr>
<td>NEA Dues-Tab</td>
<td></td>
<td>NEA insurance program offered to all NEA members. Rewards continuous NEA membership.</td>
</tr>
<tr>
<td>NEA FFCPE</td>
<td>National Education Association Fund For Children &amp; Public Education</td>
<td>The political action committee of NEA. Campaign contributions for federal candidates are made through the fund.</td>
</tr>
<tr>
<td>NEA RA</td>
<td>NEA Representative Assembly</td>
<td>The policy-making body of NEA. Delegates from all affiliates meet annually.</td>
</tr>
<tr>
<td>NEP</td>
<td>Non English Proficient</td>
<td>Refers to students</td>
</tr>
<tr>
<td>NLRB</td>
<td>National Labor Relations Board</td>
<td>A Federal agency which administers labor-management relations in the private sector. PERB refers to NLRB decisions when deciding public sector cases in California.</td>
</tr>
<tr>
<td>NODD</td>
<td>Negotiations and Organizational Development Department</td>
<td>CTA department providing negotiations and organizational support to the field.</td>
</tr>
<tr>
<td>NSO</td>
<td>National Staff Organization</td>
<td>The national affiliate of staff unions.</td>
</tr>
<tr>
<td>OSD</td>
<td>Office Services Department</td>
<td>CTA department</td>
</tr>
<tr>
<td>OSHA</td>
<td>Office of Safety and Health Administration</td>
<td>The Federal agency charge with the responsibility of enforcing Federal statutes for safety and health in the workplace.</td>
</tr>
<tr>
<td>OTA</td>
<td>Organization of Teacher Advocates</td>
<td></td>
</tr>
<tr>
<td>PAC</td>
<td>Political Action Committee</td>
<td>Two different committees. One controls money for contributions and expenditures. The other is a local committee which organizes and carries out the chapter political activities.</td>
</tr>
<tr>
<td>PAR</td>
<td>Peer Assistance and Review</td>
<td></td>
</tr>
<tr>
<td>PCS</td>
<td>Primary Contact Staff</td>
<td>CTA staff person assigned by CTA to a chapter or group of chapters to provide UniServ services locally.</td>
</tr>
<tr>
<td>PERB</td>
<td>Public Employment Relations Board</td>
<td>The California Board which monitors labor-management relations in the public education.</td>
</tr>
<tr>
<td>PERS</td>
<td>Public Employees Retirement System</td>
<td>The retirement system for public employees in California other than certificated school employees.</td>
</tr>
<tr>
<td>PLS</td>
<td>Performance Learning Systems</td>
<td>A company under contract with the Institute of Teaching to provide professional development workshops to members.</td>
</tr>
<tr>
<td>PN</td>
<td>Personal Necessity</td>
<td>Personal leave</td>
</tr>
<tr>
<td>PO</td>
<td>Purchase Order</td>
<td></td>
</tr>
<tr>
<td>PPO</td>
<td>Preferred Provider Organization</td>
<td>System of health insurance delivery</td>
</tr>
<tr>
<td>PR</td>
<td>Public Relations</td>
<td></td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Description</td>
<td>Details</td>
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</tr>
<tr>
<td>PRR</td>
<td>Professional Rights and Responsibilities</td>
<td>A term applied to committees that perform work similar to grievance committees. The term is not applied as frequently as it once was.</td>
</tr>
<tr>
<td>RA</td>
<td>Representative Assembly</td>
<td>The policy-making body of the NEA association. At the chapter level, it is called Rep. Council</td>
</tr>
<tr>
<td>RIF</td>
<td>Reduction in Force</td>
<td>The term used when staff is reduced, generally due to elimination of programs or decrease in student enrollment.</td>
</tr>
<tr>
<td>ROC</td>
<td>Regional Occupation Center</td>
<td></td>
</tr>
<tr>
<td>RRC</td>
<td>Regional Resource Center</td>
<td>Offices which provide staff services to chapters and members throughout California.</td>
</tr>
<tr>
<td>SBDM</td>
<td>Site Based Decision Making</td>
<td>Decisions on a school site made by the school site staff.</td>
</tr>
<tr>
<td>SBE</td>
<td>State Board of Education</td>
<td></td>
</tr>
<tr>
<td>SCC</td>
<td>Service Center Council</td>
<td>A forum for Chapter Presidents and State Council Representatives. There are 27 SCCs throughout the state.</td>
</tr>
<tr>
<td>SCE</td>
<td>State Council of Education</td>
<td>The representative body which establishes the policies of CTA.</td>
</tr>
<tr>
<td>SDE</td>
<td>State Department of Education</td>
<td></td>
</tr>
<tr>
<td>SEIU</td>
<td>Service Employees International Union</td>
<td>Affiliated with AFL-CIO. Represents state employees and some public school employees.</td>
</tr>
<tr>
<td>SIP</td>
<td>School Improvement Program</td>
<td>State program in all elementary schools and in a few high schools.</td>
</tr>
<tr>
<td>SPI</td>
<td>Superintendent of Public Instruction</td>
<td>Constitutional elected office. Heads the State Department of Education.</td>
</tr>
<tr>
<td>SSA</td>
<td>Social Security Administration</td>
<td></td>
</tr>
<tr>
<td>SSC</td>
<td>School Site Council</td>
<td>Formed to carry out the School Improvement Program. Made up of school staff and parents.</td>
</tr>
<tr>
<td>STRS</td>
<td>State Teachers Retirement System</td>
<td>The retirement system in California to which certificated employees belong and contribute.</td>
</tr>
<tr>
<td>TDA</td>
<td>Tax Deferred Annuity</td>
<td>Available to public sector employees.</td>
</tr>
<tr>
<td>TRO</td>
<td>Temporary Restraining Order</td>
<td>A legal order from a court.</td>
</tr>
<tr>
<td>TSA</td>
<td>Teacher Services Association</td>
<td>The California group that assists in delivery of CTA/NEA Special Services for members such as attraction discounts and group tours.</td>
</tr>
<tr>
<td>TSA</td>
<td>Tax Sheltered Annuity</td>
<td></td>
</tr>
<tr>
<td>UDA</td>
<td>Urban Directors Association</td>
<td>Organization of primary contact staff with work in Option 1 or 2 UniServ units. (National Organization)</td>
</tr>
<tr>
<td>UEP</td>
<td>United Education Profession</td>
<td>The term now used to designate NEA and its affiliates, formerly United Teaching Profession (UTP).</td>
</tr>
<tr>
<td>ULP</td>
<td>Unfair Labor Practice</td>
<td>An act or practice committed by either the Association or management, which the Educational Employment Relations Act has specified as “unfair.”</td>
</tr>
<tr>
<td>UniServ</td>
<td>Unified Services</td>
<td>Program initiated in 1970 by NEA to provide staff services to locals.</td>
</tr>
<tr>
<td>VDI</td>
<td>Voluntary Disability Insurance</td>
<td>CTA disability insurance plan.</td>
</tr>
<tr>
<td>VSP</td>
<td>Vision Service Plan</td>
<td>CTA vision insurance plan.</td>
</tr>
</tbody>
</table>