



# Summer Newsletter July 2014

## Executive Board

President:	Richard Filbey
Vice-President:	Jeff Kass
Treasurer:	G. Hossein Azarbajani, Ph.D.
Secretary:	Jodi Monday
Member-at-Large:	Jerry Sommerville
Grievance Chair:	Jodi Monday

Be sure to visit our new AAFMCC Website at [aafmcc.mi.aft.org](http://aafmcc.mi.aft.org) (no "www"). Here members can view the Contract, Constitution and Bylaws, officer and contact info, and important union news and benefits.

Also be sure to "like" us on Facebook. Just enter "Association of Adjunct Faculty of Macomb Community College."

## Tuition Reimbursement Program (TRP)

According to Section 15.3 of the 2012-2018 Contract MCC adjuncts are eligible for tuition reimbursement for classes taken at MCC. If you've been meaning to take a class at MCC but weren't sure if it was affordable this could be a great opportunity. The program is limited to AAFMCC members only and recipients can receive reimbursement for up to two (2) courses taken at MCC, or a maximum of \$750, per term. E-mail the TRP Administrator, Jeff Kass, at [aafmcc@gmail.com](mailto:aafmcc@gmail.com) for a complete list of rules and regulations. Be sure to put "TRP" in the subject line. Funds are limited so act soon.

## Mission Statement

As the first all adjunct faculty community college union in the state of Michigan, the Association of Adjunct Faculty of Macomb Community College, exists and persists for the very same reasons upon which it was founded.

- To end the sense of isolation and disenfranchisement many adjuncts experience by creating a deeper sense of community and support.
- To create a more fair and harmonious working environment, not only between administration and adjuncts, but among adjuncts themselves.
- To fulfill the promise of mutual respect and the recognition of the invaluable service adjuncts provide to higher education.
- To erase the stigma of "casual and temporary labor" often associated with adjunct instructors while eventually achieving the parity and equity we deserve.
- To enforce a fair contract, openly and mutually bargained, duly and democratically ratified by its members for the betterment of its members.

## The Heart of the Contract: Section 4

The cornerstone of any union is seniority. AAFMCC's seniority language can be found in Section 4 of the Contract which may be viewed on the union's website at [aafmcc.aft.mi.edu](http://aafmcc.aft.mi.edu) (do not enter "www"). But for seniority to work it is important to declare one's availability. As stated in Section 4.2 of the Contract:

***An adjunct teacher shall inform the immediate supervisor of his or her availability to teach specifying the days of the week and hours of availability by the third (3<sup>rd</sup>) Monday in September for the winter term and the third (3<sup>rd</sup>) Monday in March for the spring/summer and fall terms. An adjunct who fails to provide timely notification shall forfeit his or her rights under this Section for the upcoming term.***

It is essential therefore to notify your immediate supervisor of your availability by the dates indicated to insure the best possible chance of securing employment for that term. Failure to do so could result in loss of assignment entirely so mark your calendars now. Once you've completed the notification grid on webadvisor you may want to print it out or take a snapshot for your own records. Check your MCC e-mail regularly for important reminders from the union's Communications Officer, Jeff Kass, regarding availability declaration and other important updates.

## Member-at-Large Appointment

The new AAFMCC Constitution and Bylaws ratified in April require the addition of a fifth officer to the Executive Board. We are happy to announce that Jerold (“Jerry”) Sommerville has been appointed to the new “Member-at-Large” post. Jerry teaches in the History Department at Center Campus and has been with the college since 2005. Jerry’s appointment will become official with the start of the fall, 2014 term and we welcome him and are sure he will become a valuable asset in our continuing effort to produce a strong local. He will serve out the remainder of the term which ends for all officers in 2016.

## Accessing Webadvisor Intranet • Seniority List\*

As you are all probably aware by now MCC recently changed its website and therefore the method we use to check our seniority (as well as other important info found on webadvisor and the college intranet). Here are the new procedures:

1. Go to [www.macomb.edu](http://www.macomb.edu).
2. Click the “**My Macomb**” link near the top right.
3. Enter your new universal user id and password (as we recently had to reset them).
4. On the left hand side you will see a box titled “**webadvisor**” and under it another box that says “**applications**” and finally another link is titled “**intranet**”. Click the “intranet” link.
5. You will once again be prompted to enter your password. From here on the procedures are the same as the old method but as a refresher.
6. You will then see a banner that says “**For Our Employees**”, hover over the “**Departments**” Tab.
7. Then click the “**Human Resources and Payroll**” link in the drop down box.
8. Click the “**Employee Contracts and Related Information**” link in the next drop down box.
9. You should now see a list of blue topics with a white background. Click the “**Adjunct Faculty Roster of Candidates**” link (3<sup>rd</sup> one down) to see a list of Departments and Campuses.

\*Seniority is determined by your date of hire with the college (not the number of credits taught).



## Importance of Activating & Checking MCC E-Mail

We on the Exec Board would like to take this opportunity to remind members how important it is to activate their college e-mail and check it regularly. Not only is it a condition of employment here at MCC but an essential method of communicating with so many members as there are over 1200 adjuncts currently on the seniority list. This is an easy way to get reminders about: declaring availability (every September for winter and March for summer and fall), upcoming union meetings and elections and other important union announcements. Since the Distribution List (or DL) can only be sent from an existing employees’ e-mail address be sure to look for any e-mails from Jeffrey Kass, AAFMCC Vice President and Communications Officer. So if you have not yet activated your MCC E-mail account please do so by contacting your department’s Administrative Assistant or the college IT Help Desk at 586-445-7156 and please encourage your colleagues to do the same.

## Explanation of Dues & Election of the Fee Payer Option

There have been a lot of questions recently regarding the dues deduction on our pay advices. If you do not know how to access your pay advice just go to “**webadvisor**” on the MCC website. Once there click “**log in**” (use same as for your e-mail) > then “**webadvisor for employees**” > then “**user account**” > then “**employee file**” and finally “**mcc pay advices**” (listed by pay date).

Currently full members pay 1.8% of their gross pay while agency fee payers pay 1.65%. While the fee payer rate is subject to change each fiscal year the members’ rate has been guaranteed not to go up for the duration of the current contract that expires in 2018. All adjuncts made the choice of whether to be *full members* or *agency fee payers* on their union form. Under Michigan law an “agency fee payer”, while required to pay some dues since they still benefit from union negotiated raises, grievance rights and seniority language, is not required to join the union or pay for political action so they therefore pay a lower rate but are also excluded from other union rights like voting and attending meetings.

If you have not filled out a form you need to do so as a condition of employment. If you need a union form, or want to inquire if you filled one out, E-mail the union at [aafmcc@gmail.com](mailto:aafmcc@gmail.com) (put “**Attention: Jeff Kass**” in subject line) and we will send you a form as an attachment. Furthermore, any member who declared themselves a fee payer and wishes to switch to a full member may also obtain a new form at the e-mail listed above. However, any full member who wishes to become a fee payer may only change their status during a window from July 7–August 1.