



*"If everyone helps to hold up the sky, then one person does not become tired."*

- Askhari Johnson  
Hodari

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**Yuba College American Federation of Teachers Local 4952**

**DOES YCCD OWE YOU MONEY?**

In the previous round of negotiations (Re-openers for the 2011-2014 contract) the YCCD and YC-AFT signed an agreement for compensation for professional duties that are not regular duties for part-time instructors. (For background on this process see Stipends article below.) The compensation looks back to the 2011-2012 academic year. So if you were requested to do work that consisted of developing SLOs for courses or programs, development of program review including program and services vitality, curriculum development/review, including course outline review and/or development, the district owes you compensation.

VERY IMPORTANT – Please note: assessment of SLOs is part of your regular assignment as a part-time instructor. This compensation is for development, not assessment, of SLOs.

**So how do you get compensated?**

- If you have completed development of SLOs for courses or programs, development of program review including program and services vitality, curriculum development/review, including course outline review and/or development, for

the district, you must fill out a Part Time Faculty Stipend Approval Form. A copy of this form is located on the back of this newsletter. It is not yet located on the HR site.

- Fill out all the information. This is always good practice when filling out forms, especially forms for payment.

- You have to identify the person who requested the work. In many cases that person no longer works for YCCD. That is understood. You do need the name of the person who requested your work. Written communication, such as an email, is best but not required for payment. You could also furnish a statement from the person who requested the work if you still have contact with that person.

- You need to document your finished product. Copies of what was turned in, entries in CuricUNet, a syllabus where you included the SLO you wrote are all possible evidence.

- If you question if you have enough documentation, turn in the request for payment anyway. Once you have filed the paperwork you can have a con-

versation about additional documentation, if needed.

- Email YC-AFT President Elaine Robinson ([thelaneyr@yahoo.com](mailto:thelaneyr@yahoo.com)), or the Chief Negotiator, Doug Harris ([dmharris12@gmail.com](mailto:dmharris12@gmail.com)) and let us know you have applied for compensation. We would also appreciate an email when you actually get paid. We are tracking requests and payments.

**Future work and payments**

In the future, if you are asked to complete development SLOs for courses or programs, development of program review including program and services vitality, curriculum development/review, including course outline review and/or development, you should be given pre-work authorization form. This form will identify all statistics needed for payment, the scope of work, the timeline for such work, and the amount of compensation offered for the work. Do not agree to any work without this authorization form in advance of the work.

If you are having difficulty with this or any YCCD process contact your YC-AFT Rep. (see roster on page 2)

**STIPENDS FOR SLOS, PROGRAM REVIEWS/UPDATES, COURSE OUTLINES, ETC.**

As of this writing, it appears the district is about to begin issuing payments to part-time faculty who have been asked and agreed to work on development of Student Learning Outcomes, Program Reviews or Updates, Course Outlines, and other curriculum development topics. But it has been anything but an easy path to this point.

In spite of our repeated urging, including a PERB complaint for

failure to bargain in good faith with YC-AFT, the district took from October 2014 until April of 2015 to ratify tentative agreements previously reached, including the agreement on this topic.

Once ratified, YC-AFT began urging the district to create the procedures to facilitate payments, given our knowledge that several part-time faculty had indeed done such work at the request

of the district, and would be requesting compensation (\$300 in departments with full-time faculty, or \$500 in departments without full-time faculty). The ratified contract included the provision that the district develop administrative policies to implement these payments.

No such policies have been developed in spite of our urgings. A form was promised by HR for **continued on page 2**

**CFT CONVENTION 2016**

Are you interested in representing YCCD at the CFT convention in the spring? The CFT Convention will be held March 11-13, 2016, at the Hyatt Regency in San Francisco. All local members are eligible to become delegates. This is your union and your participation is what makes it strong. Delegates who are elected will have their expense paid for by YC-AFT.

The Convention is open to all CFT members, but only elected delegates can vote. It is the

Federation's highest governance body, where delegates shape union policy and positions on issues affecting all members. The Convention will also elect delegates to the AFT Convention and the California Labor Federation Convention.

The CFT Division Councils will meet Friday night, March 11, and there will be workshops on a wide range of topics. But the Convention isn't all work; there's time for fun as well, with receptions and get-togethers being held

throughout the three-day event.

Voting delegates must be elected following the legal requirements in the AFT and CFT Constitutions and the federal Landrum-Griffin Act. Under these rules, each member shall have a reasonable opportunity to be nominated as a delegate. If you would like this opportunity or would like more information please email us at [YCAFT4952@gmail.com](mailto:YCAFT4952@gmail.com) or call our local President, Elaine Robinson, 707-477-2076.

**OPEN LETTER TO DEAN LEE AND YCCD ADMINISTRATION**

Dear Dean Lee:

I have grown increasingly frustrated at what appears to be complete disregard for part-time faculty members. Countless times we are called upon to jump in to fill gaps and otherwise keep courses and the campuses running smoothly. Very little of the time are we compensated, let alone thanked.

The most egregious current example is that the administration refuses to bargain in good faith, or at all, to a new contract. Specifically, Mr. Jacques Whitfield, the representative for the administration, makes promises about responding to proposals put forth by the

union for the part-time faculty, but does not respond. He appears to be without authority to act, which is an additional offense on the part of the administration as those at the table are to be authorized to reach tentative agreements.

As of now, all part-time faculty members are operating under a contract that will be out of term by one and one-half years by semester's end. I do not see that a new contract will be in place before two years of its three year term are concluded. All of the blame for this delay and dysfunction lies with the administration.

I can no longer be dutiful soldier for an organization that does not appreciate me enough to engage in meaningful negotiations about the worth of my service. I am angered that the administration does not play by the rules, but requires that I do.

Therefore, I do not intend to submit grades for my courses this semester until I receive word from the Yuba - AFT executive board, from which I have resigned, that terms for a new contract have been reached, or progress to my satisfaction is being made.

Sincerely,  
Michael H. Friel

**STIPENDS, continued from page 1**

claiming these stipends. It was not forthcoming. YC-AFT developed a form, forwarded it to the HR office, and informed HR that our members would begin submitting claims for compensation using the form. The Chief HR Officer did approve the form with minor changes, and claims have been submitted.

As a result, over the past two to three months we have urged part-time faculty deserving of the stipend to file claims using the form. HR has indicated it expects to begin issuing payments with the December 10, 2015 payroll.

One stipend claim has been denied that we

know of, and a grievance has been filed in response. We urgently request that you contact members of the Executive Board of YC-AFT (Elaine Robinson and Doug Harris specifically) with questions and reports of your experience in this process.

CONTACT INFORMATION: YCAFT Local 4952, P.O. Box 2001, Marysville, CA 95901 [www.aftyuba.org](http://www.aftyuba.org)

Name	Office	Phone	Email
Elaine Robinson	President	(707) 477-2076	thelaneyr@yahoo.com
Heidi Walker	Vice President Campus Rep Marysville	(530) 301-3500	psychprof.hw@gmail.com
Salvador Tolentino	Secretary-Treasurer	(916) 647-7192	2bz2nvu@gmail.com
Neelam Canto-Lugo	Campus Rep Marysville	(530) 674-8612	Leosapphire@yahoo.com
Bob Cassel	Campus Rep Woodland	(530) 219-7076	robert.cassel@pacbell.net
Pam Geer	Campus Rep Woodland	(530) 669-3611	prof.g1@juno.com
Doug Harris	Chief Negotiator	(707) 995-9251	dmharris12@gmail.com
Judith "Star" A. Kreft	Grievance Char	(530) 273-4949	starkreft@hotmail.com
Mary Benson	Membership chair	(707) 994-1005	mary_benson@att.net

## PRESIDENT'S MESSAGE

YC-AFT is the largest employee group in Yuba Community College District, yet the compressed calendar application was sent to the state Chancellor's office without our letter of support.

YC-AFT has some major questions about implementing the compressed calendar. One major change is the possible move to a winter intersession. YC-AFT has voiced its concerns about winter intersession load allocation. At this time the Collective Bargaining Agreement between YC-AFT and YCCD specifically allocates winter intersession units to the spring semester in ten specific places. The district cannot change this allocation without discussing a change in the Collective Bargaining Agreement. Such a change solely on the part of the district administration would be an unallowable, unilateral change. Vice Chancellor, Dr. Kayleigh Carabajal, who is no longer with the district, repeatedly stated publicly that there is no problem with the winter intersession load being reallocated to summer



semester, yet when YC-AFT asked to discuss this issue we were met by silence. Finally, after a public letter of complaint, the district is moving towards a "Meet and Confer", like but not quite negotiations, as this change in policy affects the unit members of YC-AFT.

YC-AFT is not and was not trying to block the move to compressed calendar; we simply want to discuss the implications of the proposed changes. We need to have our concerns discussed and taken seriously. The district hasn't talked to YC-AFT or YCFA about the implications for unit members due to the changes brought by the move to compressed calendar in any labor relations context. Perhaps the district administration has not had the time to prepare for compressed calendar well enough. Perhaps right now is not the time to move forward with the compressed calendar.

The more members that join YC-AFT, the more our voice will be listened to with respect. If you have not become a member, contact your campus rep, listed on page 2, and join today. Be an active part of YC-AFT and make a difference.

Elaine Robinson, President

## NEED FUNDS FOR PROFESSIONAL DEVELOPMENT?

Did you know that there are professional-growth funds available to you, our adjunct faculty?

The **BSI Committee** has designated up to \$500 per applicant for professional growth activities, such as conferences, workshops, related to teaching basic skills students. Basic Skills students are defined as ESL students as well as any students enrolled in any non-degree applicable courses.

In addition to BSI funds, there are also funds up to \$500 per applicant available through the **Staff Development Committee** for adjunct faculty, classified, and administrators. These funds are not limited, however, to only BSI-related professional growth activities. These include any/all professional-growth activities

across disciplines which promote/improve student success.

To apply for either or both of these funding options, one must fill out the Request for Funding forms for each which are now easily and centrally located on the Portal by clicking the tab at the top (1) *Faculty/Staff Information* —(2) *Forms and Downloads* There you will find:

- [Request funds for professional development activities from the Staff Development Committee](#)
- [Professional development related to BSI](#)

These links will take you to the Staff Development Committee and BSI Committee websites. You must click on Documents to locate

(1) the Staff Development request Application for Staff Development Travel Funds or (2) the BSI Request for Funding Form w/Rubric.

**All of these requests have to be accompanied with a Travel advance request form and later followed up with a reimbursement form.**

- [Travel advance request form](#)
- [Additional Travel Advance Location](#)

Once you have completed the forms and obtained your dean's signature, please turn in your applications to:

**Staff Development Committee:** Kristi Page  
kpage@yccd.edu

**BSI Committee:** Sara Gaytan  
sgatan@yccd.edu

## CONTACTING THE YUBA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

It would appear that contacting a member of the Yuba Community College District Board of Trustees is straightforward. BUT IS IT?

There is a link on the YCCD website for Board of Trustees and under that a link for members. The 'members' link opens a page with links for all seven Trustees and the two student Trustees. These links open a page for each Trustee with a photograph, a statement, and an email link to contact the Trustee. Some of the statements and biographical and some are statements by the Trustee. The two

student Trustees do not have links for emailing, perhaps because their participation is advisory in nature.

Do the Trustees even know they have Yuba email addresses? One Trustee said he was not aware he had a Yuba email address. One Trustee has a link that does not work. How do the people of the Yuba Community College District contact their Board of Trustees representative? How do they hear from their constituents?



Going Adjunct editor:  
Ben Brucker  
bbrucker2@gmail.com

# Part Time Faculty Stipend Approval Form

(Article 7.5 YC-AFT-Collective Bargaining Agreement)

\_\_\_\_ BAFB    \_\_\_\_ CCOF    \_\_\_\_ CLC    \_\_\_\_ SCC    \_\_\_\_ WCC    \_\_\_\_ YC

Name: \_\_\_\_\_ ID: \_\_\_\_\_ (seven digit ID)

Stipend is being claimed for the following academic professional responsibility activity(ies):

Development of Student Learning Objectives (SLO) for the following course/program:

Development of Course Outline for the following course:

Curriculum Development for the following program/discipline:

Program Review for the following program:

This work requested by the following academic administrator:

\_\_\_\_\_  
Name Title

Work completed: \_\_\_\_\_ and \_\_\_\_\_  
Semester Date

This work was submitted to:

\_\_\_\_ Dean/Director    \_\_\_\_ Full time faculty member    \_\_\_\_ Other (specify):  
\_\_\_\_ Curricunet    \_\_\_\_ SLO committee    \_\_\_\_\_

Is there a full-time faculty member in this department?    \_\_\_\_ Yes    \_\_\_\_ No

Did any full-time faculty member assist in this work?    \_\_\_\_ Yes (\$300)    \_\_\_\_ No (\$500)

Documentation of work completed consists of the following attached documents:

\_\_\_\_ Declaration of Dean/Director    \_\_\_\_ Curricunet Printout  
\_\_\_\_ Syllabus or Outline    \_\_\_\_ Other Documentation \_\_\_\_\_

Total Stipend Amount claimed \$ \_\_\_\_\_

\_\_\_\_\_  
Signature of Part-Time Faculty Member Date

\_\_\_\_\_  
Signature of Academic Administrator Date

Reviewed by	<u>Supervisor</u> _____	Date	_____
	<u>President</u> _____	Date	_____
Approved by	Chief Human Resources Officer _____	Date	_____