



“Our labor unions are not narrow, self-seeking groups. They have raised wages, shortened hours, and provided supplemental benefits. Through collective bargaining and grievance procedures, they have brought justice and democracy to the shop floor.”

-John F. Kennedy

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Yuba College American Federation of Teachers Local 4952

“ADJUNCT” OR “PART-TIME”?

Labels affect a person's self-identity and the behavior of individuals may be determined or influenced by the terms that describe or classify them. So what is the label you want to describe you and your work?

According to vocabulary.com, “adjunct” means “something added on, but not part of the whole.” Thefreedictionary.com defines “adjunct” as “something attached to another in a dependent or subordinate position” or “a nonessential attribute of a thing.” Do you want any of these definitions

represent you and the work that you do?

Stacey Burks, a member of YCAFT and the president of the Part-time Associate Faculty at Butte College has cared enough to take the issue to the California Community College Academic Senate. Her work resulted in the California Community College Academic Senate passing a resolution in regards to Part-time Faculty Nomenclature. (see resolution on page 3) The part-time faculty in the Yuba Community College District are an integral, vital

component of the educational process, not something added on, something not essential. Do we really want the potentially derogatory perception of the term adjunct?

The YCAFT contract with the Yuba Community College District refers us mostly by part-time, but the term adjunct is used occasionally. Do you as a unit member care? Do you think we should change the name of our newsletter, “Going Adjunct”? What could we rename our newsletter? Let us know what you think!

SENIORITY LIST UPDATE

The Yuba AFT contract with the Yuba Community College District dictates the use of a regularly updated seniority list. When the contract was initially implemented, the district passed the list construction duties off to the union. Using data supplied by the district, the union built the first seniority list and remitted it to the district well in time for use in the spring 2013 semester, but the district failed to act on the list in time. Since last spring, the district has removed from the list those who are no longer teaching, but has not produced an updated full list for district schedulers as they are legally bound to do. Although the district is not fulfilling its legal obligation of producing an updated list, part-time faculty members' return rights under the current seniority system are still in effect. As class schedules are posted on the web, please review your assignment. If you feel you have not received your correct unit load assignment, please

contact your campus rep or the YCAFT Grievance Officer, Judith Kreft (starkreft@hotmail.com or 530-273-4949).

Remember: The “maximum load” is the highest load an instructor has had in the last six semesters. The term “return rights” refers to the number of units to which the instructor has return rights, dependent upon available classes. After assignments are made based on seniority (return rights capped at six units per semester), the district may make additional assignments to

part-time faculty members up to the maximum of 20 units per academic year AT THE DISTRICT'S DISCRETION. Part-time instructors have no return rights to specific individual classes, time slots, or even to a specific discipline. Return rights only pertain to your load up to a total of six units per semester.

Return rights only apply to your specific teaching location. There are three locations in the Yuba Community College District as far as this process is concerned; Marysville, which includes Marysville, Beale, and Sutter; Woodland, which includes Woodland and Colusa; and Lake. For example, teaching at the Colusa campus gives a part-time instructor return rights in Woodland and Colusa.

YCAFT is continuing to insist that the district meet their legal, contractual obligations regarding load assignments based on our current seniority system.



GETTING THE CLASSES YOU WANT TO TEACH

I went to a meeting recently where the attendees were discussing seniority issues for part-time faculty. As often is the case, personal stories were shared about this frequent concern. One topic during the conversation was about instructors having the qualifications to teach a particular class but not being asked to teach it.

Every instructor has probably had the experience of having someone less senior being chosen to teach an available class which he or she could have taught. This can be quite upsetting. Everyone needs to make money. A contract violation could be suspected. The dispute resolution officer could be called in. It could be a mess. But it could be an avoidable mess.

At the bottom of the potential mess, there may be a naughty culprit called "failure to communicate". As you know, failure to communicate comes in different forms. One form is presumption.

It is not infrequent that a part-time faculty member presumes that the dean is aware of his or her qualifications to teach a subject other than the one or more typically assigned. The trouble is that there are managers out there who don't really know or remember what a given instructor is able to teach. This can be the case even if the employee has given all current work history and relevant information to the Human Resources Department (HR).

The faculty member must take care of this

business by being proactive. Make a current list of certifications, work history, continuing education credits, and anything else that is pertinent to teaching classes. Also, make a list of the classes you want and are qualified to teach. Make certain that you meet the minimum qualifications by contacting HR first. Then give your two lists to the supervising dean.

This bit of proactivity may allow you to teach a class that you have not been asked to teach before. This can be an opportunity to increase your load now or in the future. Do not miss out on the possibility of more income just because you *presumed* that your skills are known to your manager.

Judith A. "Star" Kreft

KEEP IN CONTACT

YCAFT is working on gaining email access for all part-time Yuba instructors. If you currently do not check your yccd.edu email address, please start now! Many of us detest the idea of having yet another email box to check. If it makes more sense for you, please follow the instructions below to forward your yccd.edu email to the email address of your choice.
1) Log in to your account.

- 2) In the upper-right corner of the screen, select the options link, then click "see all options".
- 3) To the right of the Options screen there will be a list of shortcuts to things you can do. Click the "Forward your e-mail" shortcut.
- 4) At the bottom of the screen under "forwarding", enter the email address to where you wish your Yuba email to be sent.
- 5) Click "start forwarding" in the bottom left

hand corner of the screen.

Thank you for helping us keep you informed of important YCCD part-time employee issues!



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PART-TIMER'S GUIDE TO COLLECTING UNEMPLOYMENT

Even though you have been offered classes for next semester there is no guarantee of work. If your teaching position(s) is your only source of employment, it is your legal right to receive unemployment during the break. Many part-timers have regularly applied for and received unemployment for winter break when their classes are not offered. Filing is relatively easy and here are some pointers to steer you:

Do not procrastinate. There's a one-week waiting period between filing a claim and the beginning of your claim period; if you miss the filing deadline for that week, your claim won't begin until the beginning of the next week. Your procrastination will cost you a full week's benefits.

Know that you'll probably be scheduled for a phone interview. While EDD is doing a better job of educating their employees about the law entitling part-time faculty to unemployment (the Cervisi v. CA Unemployment Insurance Appeals Board case, commonly known as the Cervisi decision), some may tell you that you don't qualify for unemployment because you're a teacher. Explain that community colleges operate on a different basis than K-12, and our instructors are entitled to unemployment under Cervisi.

Here are some interview tips:

- Have the college's address and phone number handy.
- Never say you quit or were discharged; say that your assignment expired or terminated.
- Answer "No" when asked if you have reasonable assurance of future employment.
- If you end up being denied benefits, APPEAL IT. The law is on your side.

—Remember: part-time faculty are entitled by law to file for unemployment: we are "at will" employees, who have absolutely no guarantee of continued employment from one semester to the next.



It doesn't matter even if your next semester's class is already full. By law, part-timers have no "reasonable assurance" of continued employment from one term to the next because that employment is subject to funding, enrollment, and/or program changes. Remember too that in order to qualify for unemployment, you must meet two criteria:

- 1) You must be a part-time instructor; and
- 2) You must be able to work, eligible to work, and seeking work (though you're not required to look for work outside your field).

For more hints and tips, go to the website of the California Part-time Faculty Associa-

tion at www.cpfa.org or the FACCC site at www.faccc.org (They also feature an article on this page: http://www.faccc.org/part_time/unemployment/pt_2121.HTM)

For a description of our rights to unemployment benefits go to www.cpfa.org. We can also explore job opportunities by an internet search using "Part Time Faculty Positions Community Colleges California" and results come up for different areas of the state

The State of California maintains a community college job database at: <http://www.ca.gov/Education/Teachers/BecomingATeacher/FindingAJob.html>

Familiarize yourself with the unemployment process. Get a copy of EDD's brochure, "For Your Benefit" in your faculty mailroom, or go to the EDD website.

To File an Application:

By phone: Monday through Friday, except holidays, 8:00 a.m. to 5:00 p.m.

To file in English: 1 (800) 300-5616

To file in Spanish: 1 (800) 326-8937

To file by TTY : 1 (800) 815-9387

By fax: 1 (866) 215-9159

Online: <https://eapply4ui.edd.ca.gov/>

By mail: EDD

MIC 40-NET

P. O. 826880

Sacramento, CA 94280-001

Feel free to contact the YC-AFT Grievance Officer, Star Kreft at starkreft@hotmail.com if you experience any problems in the process.

RESOLUTION IN REGARDS TO PART-TIME FACULTY NOMENCLATURE

Whereas there are numerous terms available to define the role, rank, or position of part-time faculty, yet the only terminology in Ed Code that pertains to part-time faculty is "temporary" and "part-time" faculty or academic employees;

Whereas choosing terminology to refer to academic colleagues is an act that conveys not only employment status but also respect, equity, and acknowledgement of shared obligations and



responsibilities; and

Whereas the Academic Senate for California Community Colleges urges local senates to include part-time faculty in Shared Governance and, hence, decision-making;

Resolved that the ASCCC recommend local senates engage with their part-time faculty in an open and inclusive discussion and democratic decision regarding local terminology used to refer to part-time faculty.

PRESIDENT'S MESSAGE

Hi, my name is Elaine Robinson and I am the current president of YC-AFT. I am looking forward to working with each of you. I hope you will consider being an active member of our union. Membership involvement keeps us strong. This year we have a strong executive board working to protect you and to see you are treated fairly in areas such as wages, benefits, and working conditions.

We are currently completing the negotiations for our contract that expires 30 June 2014. Since the state budget is looking better we will be able to negotiate some monetary items in our contract. Progress is already being made in our negotiations for you. Some of the topics we are working on include SLO language, reworking the office hours system, load balancing, and compensation.



Since the district has been remiss on producing a seniority list, please speak up if you think your seniority has been side-stepped. Contact your campus rep immediately if you have any questions.

We have already remedied one member assignment for spring. See the article on page one to refresh yourself on how seniority works.

We need to have your input in order to meet your needs so make sure you have access to your Yuba email, as this is the only electronic way we have of accessing you. If you don't want to have the bother of checking your Yuba email see the article on page two.

Become an active member in this union and discover what we can do when we work together. See contact information for the YC-AFT Board on page two.

-Elaine Robinson, President

FLEXING YOUR FLEX

Yuba Community College District has revamped the flex agreement process for this year. While it is still cumbersome, it seems to have improved somewhat.

This year we had to fill out a detailed flex agreement again at the beginning of the academic year. The agreement was due September 15, 2013, and had to contain detailed information on how each instructor planned on meeting their flex obligation. If you didn't complete your flex plan you can still follow the steps below to start the process. Even if you complete your flex obligation with the part-timer's meeting at the beginning of the semester, you have to go through the complete process in order to get paid.

Each instructor can choose district-planned activities, such as the part-timers' meeting at the start of the semester, or can make their own plan that fit the guidelines. There is a drop down menu that gives you options of college-sponsored activities or individual activities. Once you have recorded your plans, you must submit them for approval. After your agreement was approved and you have completed a proposed activity from your agreement, you will be able to convert it to a 'completed' status, ready for payment, without having to reenter it. You can attach documentation verifying your participation in the activity. The agreement can be changed if your plans change, but the agreement will have to go through the approval process again once you make changes to it. Once your flex agreement has been approved you should receive an automated email. You can then convert a proposed activity to a completed activity for payment. None of this is automatic.

1. You complete your flex agreement
2. You submit your flex agreement for approval
3. You complete your flex activity
4. You convert your approved proposed activity to a completed activity and attach documentation as needed
5. Your flex is submitted to payroll
6. You get paid for completing your flex activity

There is a walk-through of this information on the portal at <http://mycampus.yccd.edu/facultystaffinfo/vc/flex/Travel%20Forms/flex%20Reporting%20Instructions%202013.pdf>

The flex coordinator for Yuba College is Karsten Stemmann. You can contact him by email at kstemman@yccd.edu with any questions or concerns about the process.

