



“Join the union,
girls, and together
say Equal Pay for
Equal Work.”

-Susan B. Anthony

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Yuba College American Federation of Teachers Local 4952

THE SENIORITY LIST AND YOU

The Yuba Community College District is moving closer to full implementation of the contract required seniority list. To make this list work for you, and for all of us, you need to be proactive. Review the seniority list as soon as possible.

The schedule of course offerings for the spring semester enters its final stages in the first weeks of the fall semester. The schedule of course offerings for the fall and summers semesters enters its final stages in the first weeks of the spring semester. The district is working toward publishing department-wide schedules before finalizing the semester schedule to facilitate better implementation of the seniority list and to minimize scheduling conflicts.

First, make sure you are on the list. Each site should have a site-specific list printed and posted with two different sorting schemes, one alphabetical by last name and one by discipline. If this is your first semester teaching for Yuba Community College District, you won't be listed as there is a one semester lag before new instructor appears on the seniority list.

Second, make sure you are listed at the right location. For the purposes of the seniority list, YCCD has three locations: Marysville (Marysville, Sutter, and Beale AFB), Woodland (Woodland and Colusa), and Clearlake. This is especially important if you are teaching any type of Distance Education or teaching at more than one location. Your seniority can only be attached to one location, but you can choose which location you prefer. You may change your seniority location by sending a request to YCCD (HR), in writing, of your interest to transfer your return rights to a differ-

ent location within the district. This should be done BEFORE scheduling starts for the next semester.

Third, make sure you are listed in the right discipline. This can be less obvious. At this time, instructors who teach in more than one discipline are listed only once with all disciplines listed. For example, someone who teaches PE and Health might be listed as PE/Health or Health/PE, and not sorted into the ranks of each separate discipline. While this is workable, YC-AFT has asked HR to revise this for the next list to help assure each instructor is considered for class assignment appropriately. If you teach a cross-listed class, and you do not meet minimum qualifications to teach in the second discipline, you will not appear on the seniority list in the second discipline. You will only be listed where you meet the minimum qualifications.

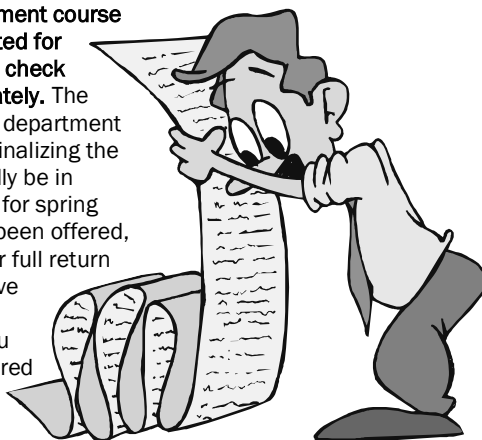
Fourth, make sure you are listed for the correct load. You are entitled to return rights for the maximum number of units taught in the last 6 semesters, up to 6 units. This information is missing from the seniority lists this semester, but will be included in the future.

Fifth, when department course schedules are posted for the next semester, check the listing immediately. The practice of posting department schedules before finalizing the listings will hopefully be in effect by fall 2014 for spring 2015. If you have been offered, at a minimum, your full return rights load, you have been scheduled appropriately. If you have not been offered your return rights load, check to see

if there are other instructors with a lower seniority rank being offered courses. (This includes newly hired instructors who are not on the list.) If you think this has happened to you, contact a union representative *immediately*. See contact information on page 2.

There are two common misconceptions about the seniority list and return rights. The facts are: you have no return rights to any specific class, no matter what; and you have no return rights above six units, no matter how many units you have been teaching in the past.

If you think there is, or might be, a problem or discrepancy with any of the above information, contact a union representative *immediately*. See contact information on page 2. Do not wait until there is a problem. Contact us even if you do not wish to displace another instructor, we need to hear when the contract has not been adhered to. The sooner we have your information the sooner we can help you and the more effective the assistance can be. When no one comes forward with issues and questions, the district assumes everything is working correctly and there are no problems.



YC AFT ELECTIONS

YC-AFT Election Time is Here Again—Want to Nominate Someone (Yourself)?

YCAFT Officers are elected at the August general meeting of each even year. In this even year we are hoping you or someone you know is interested in becoming part of the YC-AFT Executive Board.

Positions to be elected include President, Vice-President, and Secretary-Treasurer.

The term of office is two years. Campus reps will be elected at the General Meeting at Part-time Instructor Convocation in August, and serve for one year.

The Executive Board meets once a month during fall and spring semesters. Meetings alternate between in-person meetings (which rotate locations throughout the district) and internet meetings every other month.

These are the duties of the positions up for election:

President shall preside at all meetings, represent YC-AFT to the Board of Trustees of the

Yuba Community College District and to all other official bodies, and prepare an agenda for all general membership and executive board meetings. The President is also an automatic delegate to AFT and CFT conventions.

Vice-President shall assume the duties of President if the President is unable to attend the meetings or unable to represent YC-AFT, act as chairperson for the nominating committee and parliamentarian for the meetings, and perform such assignments as designated by the President on consultation with the Board.

Secretary/Treasurer shall keep minutes of all Board meetings and general membership meetings, send copies of such minutes to all members of the Executive Board within one week of said meetings, be responsible for official YC-AFT correspondence, prepare an annual itemized budget for presentation to the membership, and shall be responsible for preparation of detailed quarterly reports of income and expenditures for presentation to the Board. The Secretary/Treasurer shall be responsible to see all YC-AFT accounts are

maintained, all necessary financial statements are filed, and to keep an up-to-date record of members' dues payments.

To be nominated for office, the nominee must be a member of YC-AFT. If you or someone you know is interested please forward that person's contact information to one of the nominating committee members: Bob Cassel (robert.cassel@pacbell.net), Michael Friel (mhfriel@yahoo.com), or Mary Benson (mary_benson@att.net).

During the summer you will receive a letter by USPS with the slate of candidates put forward by the nominating committee. This will be an additional chance to nominate someone for office. If no additional nominations are received at that time, those candidates that run unopposed will be declared automatically elected.

Contested positions will be voted on by secret ballot at the General Meeting at Part-time Instructor Convocation in August. The officers shall take office on September 1, following the election in the previous August.

WHEN IS IT TIME TO CALL THE UNION?

As soon as an unsatisfactory evaluation occurs (not weeks later). The same day you receive an unsatisfactory evaluation, time periods start to run. That is the day you should be looking up the number for your campus rep and giving him or her a call to start protecting your rights.

As soon as you are not offered classes (not 5

weeks into the semester). Check the list posted each semester beginning fall 2014, and ask your colleagues how many units they each have been offered. The time to ensure your return rights are honored is early—well before classes start. Do not wait on this. Call your campus rep, who can look into it with you and make sure the terms of our collective bargaining agreement are enforced.

Any time you have a question—as soon as you have a question. There have been incidents where the campus rep was not notified of a possible issue until the deadline for raising the issue has already passed. As soon as you have a question, just call us!



CONTACT INFORMATION: YCAFT Local 4952, P.O. Box 2001, Marysville, CA 95901

Name	Office	Phone	Email
Elaine Robinson	President	(707) 477-2076	thelaneyr@yahoo.com
Heidi Walker	Vice Pres. & Camp. Rep MV	(530) 301-3500	thwalker@succeed.net
Michelle Schultz	Secretary-Treasurer	(916) 289-2559	SchultM@arc.losrios.edu
Julia Green	Campus Rep Marysville	(530) 741-0780	jgreen@yccd.edu
Bill Lester	Campus Rep Marysville	(916) 613-9926	bill.lester.philo@gmail.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
Michael Friel	Campus Rep Clear Lake	(707) 350-3663	mhfriel@yahoo.com
Doug Harris	Chief Negotiator	(707) 995-9251	dmharris12@gmail.com
Judith "Star" A. Kreft	Grievance Chair	(530) 273-4949	starkreft@hotmail.com
Mary Benson	Membership Chair	(707) 994-1005	mary_benson@att.net

FAQs ABOUT SLOs WITH MARIS WAGENER

Q: What are the steps I should be taking to fulfill my obligation as an instructor for Yuba Community College District?

At the beginning of each semester, you should put the course SLO on your syllabi. The SLO should already be developed. A full-time faculty member or your Dean can tell you what the SLO of any course you are teaching is. Know what the assessment method is.

Q: What is the timeline for the SLO process each semester?

Beginning of semester: Know what the course SLO is. Place on syllabi

End of semester: Compile SLO assessment results and enter them into the adjunct assessment form <http://yc-slo.yccd.edu/SharedFiles/Download.aspx?pageid=4&mid=11&fileid=82> Email this form to a fulltime faculty in your department, your dean or mwagener@yccd.edu. These will then be input into TracDat.

Sometime during the semester: Reflect and dialog about the teaching and learning. Think about the SLOs. Do they make sense? Is there someone in your department or field you can discuss these thoughts with? Consider any action that might be taken on the SLO, assessment method or if students are leaving your course with what you hoped for them to learn.

Q: How do I find out what the SLO is for the class I am teaching?

This is very important. Each course should have a developed SLO. Other full-time faculty in the department or your Dean will know what it is and where to access it. If you have access to TracDat, SLO information can be found there.

Q: How do I find out what the assessment is for this SLO?

Again, important. You want to know what this is. Part-timers are not contractually obligated to develop SLOs or assessment methods. Other full-time faculty in the department or your Dean will know what the assessment method is and where to access it.

Q: What if the class I am teaching has no SLO and/or no assessment listed?

Because part-timers are not contractually obligated to develop SLOs or assessment methods, there are a couple of things that might be done. If there is a full-time faculty in your department, contact her/him. If there is no full-time faculty in the department, contact your Dean. It is best practice to work on these together. Discuss and dialog. What are the skills, knowledge, and dispositions you want your students to come away with? Start with the end in mind. If there are no full-time faculty in your department, you may want to develop the course SLO and assessment method with other part-timers in your area or on your own. (This of course, is not a contract obligation, but it may be a skill you want to learn or develop. It may be something you enjoy doing.)

Did you know that YCCD administration has agreed that part-time instructors should and will be compensated, beyond FLEX, for developing SLOs and SLO assessments? Did you know the district is discussing retroactive pay for work already done? If you have done or are doing this work please contact a union representative. See contact information on page 2.

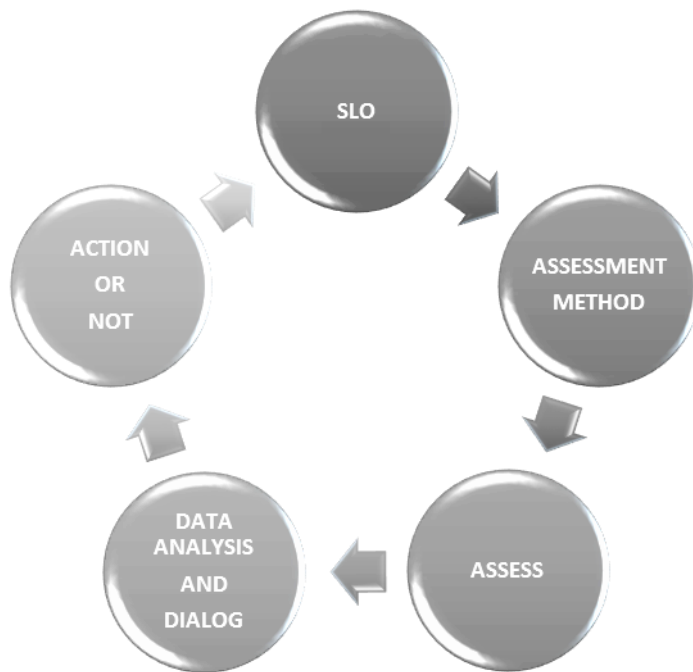
Q: How do I report this information back to the college?

Here is the part-timer reporting form which can be found on the Yuba College SLO website: <http://yc-slo.yccd.edu/SharedFiles/Download.aspx?pageid=4&mid=11&fileid=82>

Email this form to a fulltime faculty in your department, your dean or mwagener@yccd.edu, SLO coordinator. Results will then be input into TracDat.

- Q: 1) How can I get involved in the process of developing SLOs for my discipline?
- 2) How can I give feedback as to the appropriateness of the SLO and its assessment for my class?

In best practice, the more people talking about, reflecting on, thinking about student learning with each other, the better for student success. SLOs are really about student learning and being able to articulate what we are doing and why. The SLO cycle – SLO development, assessment method, assess, dialog and reflect, action (or not) supports this.



PRESIDENT'S MESSAGE

GET INVOLVED

The current YCCD/YC-AFT contract ends June 30, 2014. YC-AFT has been engaging in preliminary negotiations throughout the 13-14 year and will move into full negotiations in the fall. If you have needs, requests, or insights you could share or if you are interested in being part of the negotiation team for the upcoming contract, contact our current negotiations team: Doug Harris (dmharris12@gmail.com); Julia Green (jgreen@yccd.edu); or Elaine Robinson (thelaneyr@yahoo.com).

The YCCD Administration is genuinely interested in part-time instructor input and communication. We have negotiated stipends for part-time instructors who are willing to serve on district committees. At this time compensation has been approved for part-time instructors who serve on the following committees: Academic Senates, College Councils, District Coordination and Communication Committee (DC3), Budget Summit Committee, District Distance Learning Committee,



District IT Committee, and District Calendar Committee. Most, if not all, of these committee meetings can be "attended" via technology. If you are interested in representing part-time instructors on any of these committees, please contact me. (Elaine Robinson -

thelaneyr@yahoo.com)

YC-AFT Executive Board works hard to protect your rights and make your work more meaningful. This summer there will be an election of union officers. YC-AFT is interested in nominations for President, Vice-President and Secretary-Treasurer. If you are interested please contact our nominations committee: (Mary Benson - mary_benson@att.net; Bob Cassel - robert.cassel@pacbell.net; and Michael Friel - mhfriel@yahoo.com). You should also consider running for campus representative at the fall general meeting after part-timer convocation. There are three positions at Marysville (covering Marysville, Sutter and Beale), two for Woodland (covering Woodland and Colusa), and one for Clear Lake Campus.

Be an active part of YC-AFT and make a difference.

Elaine Robinson, President

RAOUL TEILHET SCHOLARSHIPS

The CFT offers scholarships to high school seniors and college students who are children or dependents of CFT members in good standing. Students enrolled in four-year courses of study are eligible for \$3000 scholarships; those enrolled in two-year courses of study are eligible for \$1000.

Award selection is based on academic achievement, special talents and skills, participation in extracurricular activities, community service, financial need, and a 500-word essay on a social issue of the

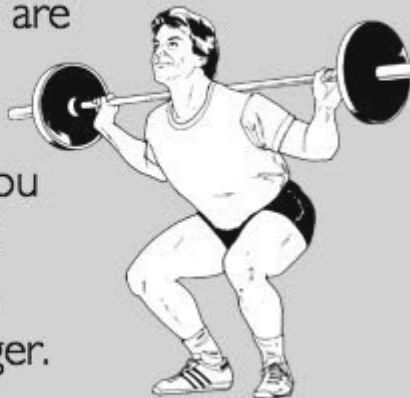
applicant's choice. Scholarships are awarded for any one year of higher education. Students who received scholarships as seniors are not eligible for another scholarship during college.

The program began in 1997 when delegates to the CFT Convention voted to establish scholarships that could help children and dependents of members achieve their higher education goals. The program was named after inspirational CFT leader Raoul Teilhet, who served the organization as president

from 1968 to 1985. In 2003, Convention delegates extended eligibility to continuing college students and dependents of deceased CFT members. As part of the application, parent and guardian members will be asked to have their local union president verify membership.

For more information or to get a hard copy of an application mailed to you, contact your AFT local union, email Margaret Martin (mmartin@cft.org) or call the Costa Mesa Field Office at 714-754-6638.

Union membership is like a gym membership. Dues are necessary to operate. And, just like a gym, if you don't show up and participate, you do not become stronger.



someecards @unions4workers /unions4workers



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