



# **THE HARPER ADJUNCT ADVOCATE**

**HARPER COLLEGE ADJUNCT FACULTY ASSOCIATION  
NEWSLETTER**  
*October 2013, No.2, Vol. 8*

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## *HCAFA'S 10<sup>th</sup> Anniversary Celebration!*



*Let's Party Together!  
Sunday, October 27, 2013*

*Agio Italian Bistro  
64 S. Northwest Highway, Palatine, Illinois*

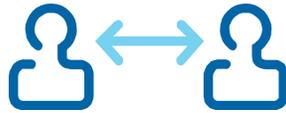
*1:00 - 4:00 pm  
Luncheon*

10 years have passed since HCAFA/IEA-NEA started organizing our union. 10 years is a real milestone. Considering the actual years, 10 years is such a short time. Considering how much we have accomplished, 10 years is a long time.

**We want to celebrate with all our members. You are the reason we have accomplished all we have.**

If you are a member of HCAFA, you should have already received an invitation. If you haven't, contact Danuta at [hcafap1@gmail.com](mailto:hcafap1@gmail.com) or contact Amy or Sonia at 847 359-0300 at the IEA office.

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## HCAFA-HARPER RELATIONSHIP MEETINGS

HCAFA Executive Committee members and the administration have met many times over the last six months to discuss several issues critical to adjuncts. The following administrators attended the meetings: Ken Ender, President; Judy Marwick, Provost; Roger Spayer, Chief HR Officer; Brian Knetl, LibArts Dean; Michael Bates, CAFÉ Associate Dean; and Jack Henderson, CAFÉ Assistant Dean.

### ISSUES DISCUSSED

#### Total Revamping of the Observation Form Used to Evaluate Adjuncts

HCAFA's Contract with the College allows for changes to the evaluation form with input from both HCAFA and the College. HCAFA on behalf of its members has long advocated for changing the evaluation form to help make it more meaningful. It is our feeling that the evaluation form should have a broad focus rather than a narrow one. For more than a year, the two teams worked cooperatively but had little success. However, recently our hard work paid off. We have jointly developed a new form with significant changes. Both HCAFA and the College are considering this form as a probable permanent form, but both teams recognize that further changes may be needed.

We are extremely proud of the progress we have made!

To see the new form, click on [www.harperadjuncts.org](http://www.harperadjuncts.org), the HCAFA website, and click on the *Document* tab at the top of the page and then on *Evaluation of Class Observation Form*. You will be connected to the Harper portal and may be asked to login.

#### SURS Return-to-Work Act

As you are probably aware, the SURS Return-to-Work Act has recently been enacted by the Illinois legislature. Consequently, as of August 1, Harper has altered its policy regarding:

- Those who have retired in the past from a SURS system and are working at Harper now.
- Those who may wish to retire in the future and come back to work at Harper,
- Those who are working at other places that are also under a SURS system.

In its letter to employees, the College informed adjuncts that “This particular aspect of pension reform is focused on eliminating or significantly limiting individuals from receiving both a SURS pension and income from a SURS employer at the same time.” There are adjuncts that have retired, started to collect their SURS pension, and then have returned to work to supplement their pension.

The College noted that there are some cases where Annuitants can be excluded from the restrictions of the Act: Employees can continue to work if they suspend their annuity, are on the SURS Self-Managed Plan, have received a “lump sum” distribution from SURS, or are in positions that are grant funded.

HCAFA is extremely concerned about the potential negative effects this ruling can have on our members. We recognize that some members count on the income they receive both from their pension and the additional work they do at Harper.

The administration is also concerned about the adverse results the Act will have on employees that have provided years of dedicated service to the College. The College has been working with HCAFA to ameliorate the situation. HCAFA expects progress to be made on this issue soon.

## Limitation of Work Hours

For many years, employees have been able to work in multiple capacities at Harper. For example, some teaching adjuncts also worked as librarians, counselors, or tutors. Other teachers also taught private music lessons, did clinical work, taught non-credit classes, or worked in ProTech or Classified positions.

The administration has changed its stance on the number of hours that adjuncts can work at Harper. This policy will clearly affect those who work in more than one capacity at Harper. Those adjuncts may see their load in one or more of their positions reduced. Teaching adjuncts are being limited to working under 24 credit hours yearly and hourly employees are being limited to working 29 hours weekly.

We want you to know that HCAFA has been and is currently meeting with the administration representing you regarding these issues. We are working hard to get the best possible outcomes for our members. Please stay aware of our information and progress by checking our website, [www.harperadjuncts.org](http://www.harperadjuncts.org), for any updates.

## PROFESSIONAL DEVELOPMENT

We'd like to remind you again of some of the benefits you have—some available to all adjuncts at Harper and some only available to HCAFA members.

### Available to All Adjuncts:

- Any programs or classes sponsored by CAFÉ
- The Take-Home Software Program

The administration team of Dean Brian Knetl, President Ken Ender, and Provost Judy Marwick affirmed at a meeting that the Take-Home-Software Program is available to all employees

You can access information about this program by locating the *IT Resources* heading in the left column on the Portal and clicking on *Project Request*. That will take you to the IT page. Once there, click on *Take Home Software* on the left under *Help/Training*. Information about the Take Home Software Program follows.

The process is very simple. Contact the service desk and they will provide you with the steps to order the software through eAcademy. A few things you need to be aware of:

1. You must be teaching during the semester you purchase the software.
2. Each Microsoft program will cost you only \$9.75.
2. Harper has a limited number of licenses, so the software is available on a first come, first served basis.
3. Once you purchase the software, the college does not provide technical support for the software.

(If you have a problem obtaining the software, please contact Michael Bates, CAFÉ Associate Dean.)

### Professional Development Money for Members Only (Article 9.14 of Adjunct Contract)

- Librarians and Counselors are now eligible for the same professional development money that adjunct teaching faculty are.
- Professional development activities eligible for pre-approval include, but are not limited to: books, including electronic downloads; professional travel; tuition and fees for workshops, seminars, and college credit courses; expenses related to conferences; professional journals; and memberships in professional organizations (which may include online access to journals).
- More money is available to each adjunct in our new contract. Each adjunct is eligible to receive \$400; in addition, if the adjunct's expenses exceed \$400, the adjunct may petition the Dean for additional money.
- For the first time, Professional Development money can be used for activities during the summer. This will enable adjuncts to take classes or seminars during the summer when they have more free time.
- The pre-approval process is more thoughtful of particular circumstances than it was before. There is recognition that occasionally time is of the essence and an adjunct may seek verbal approval from a Dean because he/she may have to pay for the activity immediately and not be able to wait for final written approval of the activity.

**REMINDER: \$30,000 (100%) REMAINS IN OUR PROFESSIONAL DEVELOPMENT FUND.  
APPLY NOW FOR MONEY TO USE FOR THIS SEMESTER.**

## FROM THE PRESIDENT

Hello HCAFA members!

I hope that your fall semester is going well. There are three quite different topics that I would like to address in this newsletter column. The first two are the most serious ones; the third is quite the opposite. Nothing like contrast!

HCAFA has been very concerned about the two memos that the administration sent out on August 1<sup>st</sup>—one regarding the Affordable Care Act (ACA) and the other regarding SURS. We have been involved in many meetings with the administration, with our IEA liaison, Amy Kunz, with other colleges and universities in the Chicago metropolitan area, and with IEA higher education personnel and lawyers. We want you to know that HCAFA, as your legal bargaining representative at these meetings, is striving to accomplish the best possible outcomes for all of our adjunct teachers, librarians, and counselor members.

ACA: Unfortunately we do not represent the various other part-time workers at Harper that are being affected by these new rules. And, since some of our members are teaching, doing library work, or counseling as well as doing other part-time work, we know that they are now not only having cuts in their hours due to the ACA requirements, but that they have to choose between union and non-union work. A few words of warning: please be sure to keep your union status by maintaining the minimum of teaching one three-credit-hour class per semester, or doing library work or counseling at least 10 hours a week per semester. Otherwise we will not be able to represent you at all. When no one represents an employee, the employee is an at-will employee with little to no employee rights. If you do not teach, do library work, or counsel for two semesters in a row, we have a maintenance-of-inclusion provision in our contract that allows you to still be represented by the union, but after that you lose that benefit. We hope that we will soon have some results to share with you. We will keep you up to date with emails.

SURS: There are also some of our members who are SURS annuitants who are now quite adversely affected by the new SURS Return-to-Work Act and Harper's interpretation of that new legislation. We feel that these loyal employees need the College to affirm their right to teach after retirement. HCAFA is currently working with the college to change the effects of the August 1<sup>st</sup> memo. Please know that both the College and we are aware of the timelines involved for getting classes next semester and have made these meetings a priority. Stay tuned to our emails and to our website for further information on our progress with this issue.

10 Year Anniversary: The second topic, on a much brighter note, is that HCAFA is celebrating the tenth anniversary of our inception as a Union this year. We are excited about our anniversary celebration coming up on Sunday, October 27<sup>th</sup>. Our strength is in our numbers, in you, our members. We are very proud to be ten years old and still going strong. Come join us as we celebrate together!

Yours in unity,

*Charmian*

### WHAT ARE MY WEINGARTEN RIGHTS?

If you are ever in a situation that you believe could lead to any kind of disciplinary action, you have the right to have a union representative with you. In a situation like that, to protect yourself, say, "If this discussion could in any way lead to my being disciplined or terminated, or affect my personal working conditions, I respectfully request that my union representative be present at the meeting. Without representation, I choose not to answer any questions." Under no circumstances should you lose your cool or walk out of the meeting.

For a more complete explanation of these very important rights, go to the HCAFA website, [www.harperadjuncts.org](http://www.harperadjuncts.org), and click on "union representation" under the "documents" tab.

If you have a problem, contact Taimi Wilk, our grievance chair, at [hcafagrievance@gmail.com](mailto:hcafagrievance@gmail.com) a.s.a.p. If we don't know about your problem, we may not be able to meet the deadlines in our contract to help you.



Do you have a significant milestone such as a big birthday, anniversary, major accomplishment, new degree, or retirement?

Please let us share the important things that are going on in your life.

We look forward to hearing from you. Please contact Stuart Marder at [stuartmarder@gmail.com](mailto:stuartmarder@gmail.com).

**THERE ARE MANY WAYS TO STAY CONNECTED TO HCAFA!**

**Come to HCAFA Executive Committee Meetings.**

**Read *The Harper Adjunct Advocate***

**Check out our bulletin boards in L, J, and the 3<sup>rd</sup> floor of A,**

**Contact your division reps or officers.**

**Visit Our Website, [WWW.HARPERADJUNCTS.ORG](http://WWW.HARPERADJUNCTS.ORG).**

**HCAFA WELCOMES MEMBERS  
AT ALL MEETINGS & EVENTS**

You are our greatest resource! Give HCAFA the opportunity to learn from you and get to know you.

We know how busy you are, so we're happy to have you join us for as much or little time as you'd like. (There is always a light meal at each meeting.)

Before attending a meeting, please verify the time of the meeting by checking [harperadjuncts.org](http://harperadjuncts.org), our website, or by calling Amy or Sonia at the IEA office, 847 359-0300.

**Executive Committee Meetings**

Friday, November 15, 2013, 12:30 - 3:00

Friday, December 13, 2013, 12:30 - 3:00

IEA Office, Suite 210

553 N. North Ct., Palatine, IL 60067

Need directions? Check [www.harperadjuncts.org](http://www.harperadjuncts.org), our website, or call Amy or Sonia at the IEA office.

**THE HARPER ADJUNCT ADVOCATE GOES ELECTRONIC!**

Since its inception 7 years ago, *The Harper Adjunct Advocate* has been a print only newsletter. In an effort to reach our members more effectively, save money on printing, and be kind to our environment, we have decided to experiment by making this change.

Give us your feedback about this change. Please contact Joanne or Arlene at [hcafasecretary@gmail.com](mailto:hcafasecretary@gmail.com).

**BULLETIN BOARD**

HCAFA has one official bulletin board located near the Human Resources office on the third floor of building A. To keep you informed of all the latest HCAFA news, HCAFA will post union information on that bulletin board and on others around the college. Currently, you can find information on our upcoming meetings, on whom to contact if you have any questions, and much more. Would you like to see something on the board that's not currently there? Contact Larry Price at [hcafalibarts3@gmail.com](mailto:hcafalibarts3@gmail.com).

