



THE HARPER ADJUNCT ADVOCATE

**HARPER COLLEGE ADJUNCT FACULTY ASSOCIATION
NEWSLETTER**

January, 2010, No.1, Vol.5

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HCAFA-HARPER RELATIONSHIP TEAM



HCAFA recognizes that it is to adjuncts' advantage to utilize all possible methods of resolving problems that arise. Although we have had to resort to the grievance procedure numerous times, we'd prefer to save that procedure for those issues that can not be resolved amicably. Consequently, HCAFA and the administration have formed a relationship team. The team meets on a regular basis to discuss areas of concern that we feel can be resolved through dialogue and not necessitate the grievance procedure.

As a result of our last meeting,

- The college has attached both the large lecture pay memo of understanding and the newly-clarified professional development memo of understanding to the Adjunct Agreement. Both can be found by going on the Harper website (www.harpercollege.edu) to *My Harper*, then *Divisions*, then *HR/Diversity*, then *Employee Contracts*, then to *Adjunct Faculty Agreement*.
- The college has confirmed that even if an adjunct member tells the college that he/she does not plan to teach in the following semester(s), the adjunct is still covered under the maintenance of inclusion provision in our contract and will be given at least a three-credit-hour class if he/she has missed no more than 2 semesters (excluding summer). Mia Igyarto, HR Director, said that she will inform all Deans of the right of adjunct members to return if they have filled out their availability form in a timely manner.
- Availability forms for teaching will be put on line so that adjuncts may access them at their convenience.

LIBRARIANS AND COUNSELORS

Joanne Meyerhoff is taking the lead at organizing a meeting on campus just for adjunct librarians and counselors. Finding a time to meet has been a challenge; adjunct librarians and counselors often work at more than one place and at varying times. If you have not already heard from Joanne, you will hear from her shortly.

HCAFA wants to learn more about what is important to you and what we can do for you!

GRIEVANCE UPDATE

- Fair share grievance resolved.
- Arbitration regarding termination of employment cancelled due to adjunct's decision not to pursue arbitration.
- Arbitration regarding class assignment scheduled for June, 2010.
- Dual unit membership ULP (unfair labor practice) has been confirmed by the Illinois Labor Relations Board as a case with merit and is scheduled to be heard on January 28.

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.

O Welcome to Kat's Korner!
R This is the place where Kat will answer any of
N your questions about the union and the college.
E You can send questions signed or unsigned;
R we'll answer them! Email them to any member of the executive committee.

Dear Kat,
Everything I earn is deposited directly into my bank account. How can I see what has been done with my paycheck?
No More Printouts

Many of us trust that our paychecks are being deposited into our banks with the proper amounts. However, mistakes do get made, especially when there's subbing involved or dues deducted. It never hurts to check the amounts being deposited.

- To do that, go online to *Harpercollege.edu*.
- In the left column, click *faculty/staff*.
- In the faculty staff window that appears, under the words *faculty/staff*, click on *Employee Portal*.
- That will bring you to the employee portal.
- At the employee portal, type in your user name & password. (Need help, contact the help desk.) *Login*.
- In the left column, choose *Oracle e-Business Suite for on campus* or *Oracle e-Business Suite for off campus* depending on where you are.
- Again enter your user name and password. *Login*.
- At E-Business Suite, click on *Employee Self Service*.
- Click on *pay slip* in the next window to see your most recent pay slip. Click on the down arrow next to the most recent one to see all the deposits in your account.. Print any desired statements.

Dear Kat,
I want to be a member of HCAFA, but I didn't get my dues deducted from my payroll as I only taught the first 8 weeks of the semester. What should I do?
Adjunct on the Fast Track

The easiest solution is to contact Janice Cutler, MS/Math--if she hasn't contacted you. You'll be able to pay dues by sending a check to HCAFA.

Update Your Contact Information if You Have Not Done So Yet

Please send Janice Cutler, HCAFA membership records chair, the following: your name, division, department, non-Harper email address, home address, and phone numbers. Address your letter to Janice Cutler, MS/Math, and put it in campus mail, or fill out the *contact update option* on our website.

FROM THE PREZ

Welcome back! To keep your spirits up through winter, I have a suggestion. Go to an HCAFA executive committee meeting. You will be so mesmerized you will go to another. Soon, you will be so involved with good friends and events that time will fly. You know the old saying, "Busy people always find time to do one more thing." They were talking about adjuncts. Why don't you join us? Look at the dates we are meeting and just come. You're always invited.

Hlona Sala



THANKS TO IEA

HCAFA wants to extend a formal thank you to the Illinois Education Association. Because IEA recognizes the importance of HCAFA's communication with members, IEA has made the publishing of our newsletters easy and extremely economical. Thanks to IEA, we have been able to publish our newsletter in color.

Our special thanks go to Kathy Thompson, whom we have never met but are extremely pleased to be working with. As IEA Print Shop Supervisor, she has shown us her can-do attitude, charismatic personality, and ability to see all challenges as possibilities.

BE RESPONSIBLE!



Check your pay! Make sure you are being paid according to the schedule in our contract. If you see a problem, contact the college for clarification. The payroll department has been very cooperative. (Refer to *Kat's Korner*, column 1 p. 2 for complete details on how to check your deposits on line.)

Fill out your availability sheet for the semester you want to return to teaching. If you do not teach for one or two semesters and then want to return to teach, it is your responsibility to get your availability sheet in to the Dean on time. It's important to be aware that in some divisions, availability forms must be handed in during the first

week of the semester preceding the semester you plan to teach. (*See Relationship Team, column 1 p. 1.*)

NEA HIGHER EDUCATION JOURNAL

Education is NEA's middle name. We trust that the holiday break gave you the opportunity to read the excellent variety of thought provoking articles in *Thought and Action*, the NEA Higher Ed Journal that NEA sent to you recently. Of particular interest to adjuncts are the articles on contingent faculty.

Please consider writing an article for the 2010 edition. Who knows; you may even win one of the three \$2500 prizes intended to advance NEA's commitment to higher education. If so, you'd also be invited to attend the NEA Higher Ed conference in San Francisco as guests of NEA!



Over \$22,000 Available in Teaching Adjuncts' Professional Development Fund Apply as often as you like!

Note: The form is available on the Harper website.

Log on to the Employee Portal.

At the top of the page, put cursor on "Divisions."

A drop-down window will open.

Click on "Academic Affairs" in that window.

Look at the left side of the page.

Click on "Adjunct Faculty Documents & Forms."

Go to the right side of the page and click on

"Adjunct Professional Development Form."

Check out last month's newsletter on our website for more information on this benefit.

HIGHLIGHTING ADJUNCT ACCOMPLISHMENTS

Adjuncts are amazing! Let us know some of your accomplishments and activities. Email anyone on our exec committee with information. Here's what's a number of adjuncts have shared with us.

- Julie Cudden and Cheryl Lynn Golemo had major parts in the Harper production of *The Diary of Anne Frank*. Julie said, "My students enjoyed seeing an instructor on stage and being able to apply class discussion to the show."
- Members Nikki Anderson, David Criner, Joe Hronek, John Minkoff, Larry Price, and Bill Wimmer participated in Harper's art faculty exhibition--giving students, colleagues, & the community a chance to see their work.
- Candace McCreary and J.J. Pionke were elected by HCAFA members to be our region

42 delegates to the IEA Representative Assembly which takes place in March.

HCAFA Welcomes Members At All HCAFA Meetings & Events Executive Committee Meetings New Meeting Dates Underlined Below

Friday, Jan. 22, 2010, 3:30 – 5:30

Friday, Feb. 26, 2010, 3:30 – 5:30

Friday, March 12, 2010, 3:30 – 5:30

Friday, April 9, 2010, 3:30 – 5:30

Friday, May 21, 2010, 3:30 – 5:30

Friday, June 18, 2010, 3:30 – 5:30

All executive committee meetings are
At the IEA Office, 553 N. North Ct., Palatine

We value your input! Give HCAFA the opportunity to learn from you & get to know you. In the process, you'll help the union gain strength and make new friends. Our meetings are motivating and fun. We know how full adjuncts' schedules are, so we always have great food. Exec meetings are the place to learn a lot about HCAFA, Harper, and your fellow adjuncts. Come once and you may decide to become active. Call Amy or Mary Ellen at IEA (847 359-0300) for directions.

Bulletin Board



Make sure to check out the HCAFA bulletin board, located on the third floor of building A. To keep you informed of all the latest HCAFA news, the bulletin board will be updated monthly. Currently, you can find information on our upcoming meetings, who 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 Julie Cudden at LA3@harperadjuncts.org.

HCAFA on FACEBOOK

On Facebook? So are we! Look for us under HCAFA! We are a locked community for our own protection but any adjunct may join! Dates of meetings and other announcements are routinely

posted on the Facebook page. We hope to see you there!

WE CELEBRATE GOOD TIMES!

THE PARTY'S OVER, BUT MEMORIES OF A HAPPY HALLOWEEN LINGER ON!

On October 22, HCAFA had its first ever Halloween party. Great food, games, and a raffle with non-stop prizes added to the fun. Everyone that attended was a winner. All agreed that the best costume award belonged to HCAFA president Ilona Sala who stole the show with her bucket of chicken costume.



Photo taken by HCAFA member Larry Price (LIBARTS/ART)

L to R: Ilona Sala, Gwilym Williams, Julie Cudden, Rob Alexander, Arlene Bublick, Larry Price, Taimi Wilk, and Charmian Tashjian

HARPER COLLEGE ENGAGEMENT WEEK, NOVEMBER 9 - 13

All HCAFA members received invitations to Engagement Week events, including the Faculty Symposium, the Installation, and receptions following both events. Adjunct Arlene Bublick was on the planning committee for the Faculty Symposium. Charmian Tashjian, Janice Cutler, Ilona Sala, Arlene Bublick, and Jan Bone donned cap and gown to participate in the installation of Dr. Ken Ender as Harper's fifth president. Dr. Ender's installation signals a new beginning for Harper. Dr. Ender emphasized his goal of uniting all who are a part of the Harper family. Adjuncts were well represented at the Installation, and all the spectacular musical performers were adjunct professors.



Photo taken by Erin Brooks, media relations specialist

L to R: Charmian Tashjian, Janice Cutler, Ilona Sala, Arlene Bublick, and Jan Bone

HOLIDAY RECEPTION AT THE HOME OF CATHY AND KEN ENDER

HCAFA officers joined other union officers, administrators, and Engagement Week volunteers for a holiday reception at Cathy and Ken Ender's home. The evening gave all a chance to celebrate together.



L to R: Ken Ender, Ilona Sala, Bob Sala, Cathy Ender, Charmian Tashjian, Bill Cutler, Janice Cutler, Bruce Bublick, Arlene Bublick, Rob Alexander, and Pat McClure

HCAFA EXECUTIVE COMMITTEE MEETING AND HOLIDAY PARTY

On December 18, members of HCAFA's Executive Committee who were in town had their business meeting combined with dinner at Armand's Restaurant in Arlington Heights—a combination of business and pleasure!



Back: Joanne Meyerhoff, J.J. Pionke, Larry Price, Taimi Wilk, Ilona Sala, Charmian Tashjian, Candace McCreary Front: Julie Cudden, Amy Kunz, Janice Cutler, and Arlene Bublick

HCAFA EXECUTIVE COMMITTEE OFFICERS

President: Ilona Sala
 Vice President/Grievance Chair: Charmian Tashjian
 Treasurer: Rob Alexander
 Membership Records Chair: Janice Cutler
 Secretary: Arlene Bublick
 IEA/NEA Uniserv Director: Amy Kunz
 Past President: Arlene Bublick

Ilona.Sala@comcast.net
 grievance@harperadjuncts.org
 treasurer@harperadjuncts.org
 treasurer@harperadjuncts.org
 secretary@harperadjuncts.org
 Amy.Kunz@IEANEA.org (847 359-0300)
 pastpresident@harperadjuncts.org

DIVISION REPRESENTATIVES

AE/LS:
 Rob Alexander AELS1@harperadjuncts.org
 Taimi Wilk AELS4@harperadjuncts.org
 BUS/SS:
 Candace McCreary BUS1@harperadjuncts.org
 LIBARTS:
 Julie Cudden LA3@harperadjuncts.org
 J.J. Pionke LA1@harperadjuncts.org
 Larry Price LA2@harperadjuncts.org

MS:
 Gary Wilson MS1@harperadjuncts.org
 LIB/COUN
 Bob Kaufman LC1@harperadjuncts.org
 Karin Lacour Rivers LC1@harperadjuncts.org
 Krista McAdamis LC1@harperadjuncts.org
 Joanne Meyerhoff LC1@harperadjuncts.org
 Dwain Thomas (LIB) LC1@harperadjuncts.org

Note: For divisions without reps, we'll do our best to keep you informed through newsletters. If you find time, please consider becoming a rep and join us for our monthly meetings. It will be to your advantage and you will love the friendships

*There's a lot of good info in this newsletter.
Check it out!*

Visit Our Website, WWW.HARPERADJUNCTS.ORG

If undeliverable, please return to
Janice Cutler, MS/Math

PLEASE DELIVER TO: