

Barbara Dayton, President,
Division 4

Beverly Stanis,
Acting Vice President,
Division 4

Cindy DelMedico, Treasurer,
Division 4

Donna Ryan, Secretary,
Division 4

Join Fellow Members for a Union Meeting

Sunday, October 2, 2011
4:30 to 6:30 pm

Free Delicious Pizza Dinner
Riggio's Restaurant
7530 W. Oakton St
Niles, IL60714

Our new Office Manager,

John Bishop is available
Mondays 2-3 o'clock
Fridays 2-4 o'clock
Des Plaines Campus

“Connecting What Matters”

a college-wide event, will be
Friday, September 9,
on Des Plaines campus
1pm - 4pm DPC 1604.

It is scheduled to last three hours,
and **adjuncts will be paid \$22 per
hour** to attend. You can select one of
six themes to participate in

- Academic excellence
- Student success
- Diversity and inclusion
- Professional growth and development
- Connecting with the community
- Building community within

It will be an opportunity to provide
input and have an impact on the
future of the college.

Teaching 6 hours or more?

Join AFA
Email Cheryl Brown
cbrown4444@aol.com

Notes from Beverly Stanis, Grievance Chair

Three Items you need to know about:

1. COMMITMENT TO TEACH
Adjuncts with 22 semesters of teaching and are current members of the bargaining unit should receive this.

2. ADJUNCT SCHEDULING PREFERENCE FORM

Sent 3 months prior to the next semester by the department chairs. This form must be returned by you in two weeks. Failure to receive this form should be reported to your chair and Beverly Stanis

3. HEAD COUNT

Class enrollment under 10 students is paid “prorata” Example: 5 students will pay you one-half your normal pay. You have a choice to accept such a class, if offered, but do not feel pressured to accept such a class. This cannot be held against you.

Failure to receive these documents in a timely manner should be reported to your Chair and Grievance Officer, Beverly Stanis,
bstanis@oakton.edu

Payroll and Earning History

Please review instructions below for accessing information through FLAC and information under Earnings History.

Faculty Load and Compensation

Go to **My Oakton** and Log In
Click on **Employee Tab**
Double Click **Self Service Banner (SSB) Production**
On the Main Menu, Click on **Employee**
Under Employee, Click on **Faculty Load and Compensation**

Earnings History Instructions

Go to **My Oakton** and Log In
Click on **Employee Tab**
Double Click **Self Service Banner (SSB) Production**
On the Main Menu, Click on **Employee**
Under Employee, Click on **Pay Information**
Under Pay Information, Click on **Earnings History**
Choose a year and then select **Display**
Select the **Earnings Type** to access additional information

Effective 2011 W-2's will **ONLY** be available electronically for all active employees.

The other information to share with all part time faculty is the availability of FLAC (Faculty Load and Compensation) in Self Service Banner. In early February an email was sent out to part time faculty informing all of you of a new module Oakton

was rolling out in our HR/Payroll system for the adjunct and part time faculty. This new module Faculty Load and Compensation, or more commonly referred to as FLAC, allows you, the individual adjunct or part time faculty member, to view more detailed information regarding your compensation each semester. Other detailed payroll information continues to be available in Self Service Banner under Earnings History.

Payment information you can view in FLAC includes payment for courses you are assigned to as well as other non instructional LHEPF's. Payment for meetings, WSAT readings and substitute pay continue to be processed the same, and detailed information for these earnings can be viewed under Earnings History in Self Service Banner.

From the Board . . .

Barb Dayton reported that the college is creating a new position, "Math Aide." Barb has met with Arnie and Tom Hamel to let them know that this absolutely must be bargained. There seems to be a trend that changes are made without informing the AFA, and that is a problem.

Barb and Beverly Stanis, grievance chair, spent considerable time this summer investigating what appeared to be a change in working conditions for tutors. There are three kinds of tutors: student, professional, and LHE. The group that the AFA represents are the LHE tutors. There has been considerable confusion about the possibility of a change in the rate of pay, whether an Adjunct who is teaching 3 LHE's

and tutoring the equivalent of 3 LHE's is eligible for the bargaining unit and whether an Adjunct who is Not teaching in a given semester can still tutor and receive the LHE pay rate which is almost double the Professional rate of pay. In a meeting with the Administration on August 25, 2011 the AFA has been assured that at least for the Fall semester, LHE tutors will continue to be treated as they have been in the past. If an Adjunct is told something to the contrary please let Bev or Barb know

There will also be a committee convened this Fall to explore this situation further.

Represent our union . . .

We encourage you to come to the Board of Trustees meetings, the third Tuesday of every month at 7:30. Your representation on our behalf contributes to health of our union

Visit Our Website:
www.oakton.org
for more information