

January 2024

Mary Hope Griffin, *President*

Mary Obernesser, *Vice Pres.*

Sylvia Cielak, *Treasurer*

Linda Berendsen, *Secretary*

Phil Prale, *Member Services*

Room 2166 DP

Web site: oaktonadjuncts.com

Email: afaoakton@gmail.com

Call or text: 224-423-5144



***Please be sure to attend the Orientation Week
AFA Meeting on Wednesday, January 11, from
4:30 – 5:45 on [Zoom](#).***

What is the AFA?

It's your union, protecting and fighting for the rights of all adjuncts covered under the bargaining agreement between the college and the AFA (anyone teaching at least six LHE's in any of the three previous terms).

Spring 2024 Payroll Dates

1/19, 2/2, 2/16, 3/1, 3/15,
3/29, 4/12/, 4/26, 5/10

AFA dues are taken out of
the 4th and 5th paychecks.

Oakton Board of Trustees Meetings

1/16, 2/20, 3/19, 4/16, 5/21,
6/25 in the Des Plaines
Board Room

AFA Meetings

On Zoom on the 1st Friday of each
month; time TBA

AFA Open Office Hours

TBA

***Here are some answers to those beginning of the term
questions:***

Do I have to attend Orientation Week?

Take advantage of the Orientation Week workshops. If you attend three hours of sessions, you can be paid .045 LHE's. You must submit [this form](#) to be compensated. The Opening Day keynote address and breakout sessions as well as the other workshops count toward these hours. What is NOT counted are the required department meetings and the AFA meeting.

Check out the full schedule of events [here](#).

My class isn't full yet. What are my options?

After the Wednesday before the start of class (previously called 'Shambles'),

- if all your students withdraw, your class is cancelled. You will still get cancellation pay.
- if the headcount in your class goes up, you are paid for that higher number.
- If enrollment reaches 10, you are paid in full.
- If enrollment in your class is at 10, you get paid for 10 even if the number goes down. But -

You need to monitor your numbers. Take a *screenshot* or copy the class list to show those higher numbers.

My class has been canceled or reassigned. What happens now?

If your class load falls to under 6 LHE's AND you've taught 11+ semesters, the Dean will assign you other courses that were assigned to an adjunct with less seniority. Reassignment will be based on seniority. In addition, you must have taught the reassigned course at Oakton within the previous three years or have the Dean's approval.

I have put a lot of work into my shell in D2L and now my class is canceled. Can I keep that content I developed?

Yes, you will have 24-hours-notice prior to the reassignment so that you can remove your material from the D2L course shell.

I have put a lot of effort into the course and now the course is cancelled. That was a lot of work. Can I get paid anything?

Yes. If you lost your course 3-10 calendar days before your course's start date, you'll get either a replacement course OR paid \$160 to compensate you for your time.

Confused/concerned about courses being bumped, canceled, reassigned, or teaching on eadcount?

Send the AFA an email at afaoakton@gmail.com.

Opportunities for extra pay

Department and division meetings during the semester

You can earn .25 LHE for attending a minimum of 6 of 9 meetings: the orientation department meeting, 4 monthly department meetings, and 4 monthly division meetings. You need to commit to attendance at these meetings at the beginning of the term using this [form](#). You can attend either in person or remotely.

If you don't attend the minimum number of meetings, you will not be able to be paid for meeting attendance the following semester.

Orientation Week sessions

You will earn .022/clock hour LHE's by attending your mandatory department meeting during Orientation Week. (Article 9.4) below.

You are be eligible for mileage reimbursement for each one-way trip between campuses if your class or department/division meetings require you to travel *between* campuses on the same day. You need to submit a [voucher](#) to the division office by the end of the semester in which you traveled.

For new faculty: New adjunct faculty have to attend the new faculty orientation which starts during Orientation Week and continues in both an asynchronous and synchronous format for the first 4 weeks of the term. Compensation will be at the rate defined in Article 9.4 of [our contract](#).

Musing about Retirement?

Attend the Tuesday, Jan. 9, Orientation Week online session on retirement and SURS. The AFA's own Mary Hope Griffin and Mary Obernesser are presenting from 4 to 4:45.

Remind your students about FAFSA

Application for FAFSA (Free Application for Federal Student Aid) for the 2024-2025 academic year opened on Dec. 31. It must be filled out every year. Learn more about the FAFSA at studentaid.gov. You might include the link in your D2L shell.

If a student doesn't qualify for federal financial aid, they can check out the Alternative Application for Illinois Financial Aid at studentportal.isac.org/alternativeapp. It also opened Dec. 31.



Welcome to New AFA Members!

- ✚ Paula Jenkins in Business and Career Technology
- ✚ Margaret O’Kerns in English
- ✚ Sonia Cristoltean in STEM
- ✚ Arleta Thursby in STEM

Ever Had Students Without Books the First Week? Book Vouchers for students

Students with a federal Pell Grant recipient and whose financial aid exceeds tuition and fees can ask for a book voucher. These vouchers can only be used to purchase textbooks and needed educational supplies at Oakton's bookstores. Vouchers also may be requested by students who have a scholarship that may be used for books and/or supplies.

Grant funds for textbooks are also available through a textbook program sponsored by the Student Government Association. The Textbook Purchase Program application is available [here](#).

Make Use of the Library

- Our library will scan the first chapters of your textbooks so that they can be inserted into your D2L shell.
- Or ask the library to have your textbook on reserve at the library so that students can use it there.
- Or email your students now and let them know what texts you’ll be using so that they can order them online now. (You might attach a photo of the book and ISBN# so they’ll purchase the correct one.)

Be a Student Again

You or a member of your family - children, domestic partner, and spouse-by marriage or civil union living in the same household - can get a tuition waiver for up to 4 College credit courses per semester and 2 in summer. Learn to sing, draw, do graphic design, learn a new language – what is on your bucket list?

There Is Money Out There

We can be reimbursed up to \$375 for expenses incurred for professional development activities. Eligible expenses include:

- professional association memberships
- tuition and fees for courses (including graduate and certification courses)
- registration fees, travel and related expenses for workshops and conferences
- expenses to update qualifications
- technology expenses that support teaching (e.g., software, headphones, microphones, webcams, and computers) up to \$200 per year (counts toward \$375 annual limit) purchasing anything, be sure to submit a request to use professional development funds for reimbursement to your dean. The dean will respond within two weeks and, if the request is denied, will give a written explanation

