



SPECIAL ANNOUNCEMENT

From Our President
Elise Naccarato-Grosspietsch

CLC – AFO

Adjunct Faculty Organization



Spring '13 General Meeting

- | | |
|--------------------------|----------------|
| ■ Acting President: | Marilyn Sarich |
| ■ Acting Vice-President: | John Carobine |
| ■ Secretary: | Open |
| ■ Treasurer: | Brian Smith |

CLC-AFO Webpage: www.clc-afo.org



How to Contact Us

Email us at:

- - Marilyn Sarich, Adult Ed: MSarich@clcillinois.edu
- - Brian Smith, Comm Arts: BrianSmith@clcillinois.edu
- - John Carobine, Adult Ed: JCarobine@clcillinois.edu

- or -

Leave a message at:

- CLC: Room A219: 847-543-2991
- Local 504 (IFT-AFT / AFL-CIO) : 847-623-7725 ext. 54
(248 Ambrogio Dr. Gurnee, IL 60031)

**Informal meetings at Bill's Pub on Wednesdays
Watch for emails re dates**



Pay Compensation/ Load Hour

Teaching Adjuncts	2012-2013
Non-GFO	\$901/per load hour
GFO	\$956/per load hour
Librarians/Counselors	
Non-GFO	\$37.56/per clock hour
GFO	\$39.85/per clock hour

- **PhD, JD, MD, EdD, DDS, PsyD, etc. Stipend: \$300/semester**
(Transcript must be HR office for stipend by February 1)
Paid in middle of semester

Distribution Dates – 1st check on February 8 then every 2 weeks



OLD BUSINESS

■ **APFs for Fall 2013**

- Due Friday after Spring Break, April 5
- Watch for Kaarin Engstrom's email
- Watch for change on APF; rank in order of importance: course, campus, time, days
- If GFO adjunct submits late APF, assignment will be made with non-GFOs



New Business

- **Abused & Neglected Child Reporting Policy**
 - State Law; in response to Penn State fiasco
 - By law, all employees of higher ed institutions are mandated reporters
 - On-line training (about 30 minutes)
 - If you have already done training, no need to repeat
 - More info from Susan Yasecko, Executive Director of HR



New Business, continued

■ **Disabled Student in Your Class?**

- Contact Associate Dean, Director
- Check Office of Student with Disabilities' (OSD) website on Intranet or call at ext. 2055
- OSD can provide math tutor
- See PDC website for workshops

Adult Ed instructors:

- Contact Literacy Volunteer Coordinator ext. 2327; tutor may be available
- Check ALRC at www.thecenterweb.org for workshops

PRIVACY LAWS GOVERN ALL



New Business, continued

■ **Disabled Students:**

- Can be removed from class if disruptive
- Report behavior to your Associate Dean, Director
- If necessary, complete “Student Behavior Complaint/Intervention Form” on Intranet under “Faculty Resources”
- Form goes to VP of Student Development’s office
- Student Development will intervene as needed



Reminders: New CBA Provisions

- **For GFOs, 3 levels of PD benefits**

- GFO status: \$500
- 15+ semesters: \$750
- 25+ semesters: \$1000

Work with your Dean or designee to demo what you've learned and earn \$150 stipend

-Excludes PD required for grants, etc.

-See Article 3.G.-I for details



Reminders, continued

■ **Service Recognition**

- Completion of 15th year, \$100 stipend
 - Stipend paid during Fall semester
- Completion of 20th year and 5 year increments, select item from gift catalog & invitation to College's Recognition Dinner
 - Awards made in April



Reminders, continued

- **Special Assignments**

- Deans can pay \$35/hour for service on academic committee or for special project
- Get everything in writing! Email is OK.



Officer Elections

- **Per By-Laws, President & Secretary**

- Needed: 3 adjuncts as Nominating Committee determined between February 1 – March 1
 - Nominations open by March 15; watch for emails
 - Election no earlier than April 15
 - Notify any current officer if you would like to be on the Nominating Committee
 - See handout for officers' responsibilities & perks
- See full By-Laws at www.clc-afo.org



DIVISION MEETINGS

- **Adult Ed: C005**
 - **BIO: C134**
 - **BUS, Comm Arts, EMPS, SOC:**
 - No Division meetings; go to Division office for Department meeting location if you don't know it**
 - **Counselors: Check with Counseling Office**
 - **Librarians: Reference Area**
- Questions? Have a great semester!**