



THE HARPER

ADJUNCT ADVOCATE

**HARPER COLLEGE ADJUNCT FACULTY ASSOCIATION
NEWSLETTER**

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Harper adjuncts,

We have reached the halfway point in the fall semester. For some, including myself, the compounding nature of our work and responsibilities have made these eight weeks feel like sixteen! If there is a window in your schedule, make sure you take time for yourself and your mental well-being!

Spring course assignments should be coming out soon from your department chairs, if you haven't already received them. Depending on what you have received as an offer, this might have to do with the college's new approach to scheduling. I have detailed this in one of our newsletter segments

In the second half of the semester, my goal is to reach out and listen to the concerns of as many adjuncts as possible, be they HCAFA union members or non-members. Please keep your eyes peeled for future HCAFA campus events and news going forward.

Steven Titus

HCAFA President and "acting Secretary"

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10/12/23

Student-Centered Strategic Scheduling

A change in the approach to scheduling

In the past two months, I have been a part of meetings with the Provost (Dr. Williams), our Associate Provost (Dr. Mike Bates), and with union leadership to understand the college's approach to changing the way classes are scheduled and assigned. In my two departments alone, I have had many informative conversations regarding scheduling that I feel adjuncts need to be aware of going forward.

Listed below are a few main take-aways from a document I received from the provost's office this past week. The official plan is being called "Student-Centered Strategic Scheduling."

- Class Cancellation: Classes may be cancelled for low enrollment prior to the start of classes. However, five days before the start of classes, usually the Wednesday before the start of classes, final decisions about class cancellation for low enrollment are made.
 - The goal is to have classes reach at least a 75% fill rate. Classes that have an enrollment of 10 students five or less days prior to the start of class may be kept alive by chairs and deans.
- Ghosting of class sections: If courses typically offer a high number of sections, as courses fill and reach ideal fill rates of 75% or higher, either ghosted section(s) should be opened or a new section should be added.
- Best practices with scheduling: Department chairpersons, program coordinators, and deans will implement best practices to create student-centered strategic schedules. Note - These are best practices and are subject to change based on student or institutional needs. As also communicated to me by the Provost's office, "the Deans are aware that not every best practice applies in every situation."

The 2023 Level II Cohort

This fall, seven adjuncts from across the college have completed the Level II training, orientation, and creation of a portfolio. A panel of full-timers and adjuncts granted them the elevated status of Level II. This has not only opened better opportunities for their pay per credit hour but also provides them with additional privileges. At the Board of Trustees meeting on Wednesday, October 25th, our new cohort will be honored by the college. If you see any one of the new Level II adjuncts (listed below) around or know them as colleagues, congratulate them on achievement!

First	Last	Division	Department
Ildiko	Schultz	Business & Social Science	Business Administration
Diane	Gordon	Career & Technical Programs	Paralegal Studies
Jennie	Johns	Career & Technical Programs	Web Development
Steve	Schoultz	Career & Technical Programs	Supply Chain Management
Margaret	Buchen	Liberal Arts	Art
Ken	Spurr	Liberal Arts	Music
Steven	Vazquez	Liberal Arts	Music

Joining HCAFA - adjuncts within two years of service

At the Adjunct Faculty Teaching and Learning conference on September 14th, Membership Chair Cory Long and I met many adjuncts who, under the previous contract, could not sign up for the union. This was because there was a two-year waiting period before they could join the HCAFA. Now, any adjunct can join!

If you have previously wanted to join the union or if you are a new member and didn't have time to do so at the start of the semester, now's your chance! A sign-up form has been attached to the email with the newsletter. Try to turn them in to Cory Long by October 15th but if you cannot, that is fine as well. Having more adjunct faculty be a part of the union means a stronger negotiating body that would put us more on par with the bargaining power and influence that the full-time faculty union enjoys.

Membership Coordination Chair – Cory Long: cjlong@gmail.com & clong@harpercollege.edu

Additional information

The adjunct outreach series returns.

On Wednesday, the 11th, from 12-1:30, HCAFA held an outreach table in front of the Subway in Avante. For members and non-members alike, the union provided a free lunch to show our appreciation. A few of our colleagues across the college signed up for the union but also dropped by to chat. Special thanks to our Membership Chair, Cory Long, and our Treasurer, David Bergman, for manning the table for the Subway outreach event on the 11th.

Charmian Tashjian and Robert Allare, both former Presidents of HCAFA, started this tradition. I wanted to make sure that in the future the union provided an outreach session at least once a semester. We might hold these outreach sessions next semester again at Subway but also at the Starbucks in the D-building.

Hawks Care Donation Drive

In solidarity with the full-time faculty Senate, I wanted our union to provide support for a great cause on campus. Hawks Care provides students support with mental health services as well as career, personal, and educational counseling. One of the most empathetic causes they address is the basic needs of students – food, money for transportation to campus, and essential health and cleaning products. Since the pandemic, I've seen some of my students and their families hit hard. Some can't afford to eat that day. Some must depend on township pantries. At Harper, we can help them too! **Attached to this email is a flyer on how you can donate items before October 31st.** Personally, I'll be donating a bag of food and health care items like soap and shampoo. For more information on Hawks Care, see the link here – [Hawks Care resource center page](#)

Problem? HCAFA is here to help!

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.

Www.harperadjuncts.org, the HCAFA website, has an in-depth explanation of these very important rights. Go to our site and click on “union representation” under the “documents” tab.

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