



UPDATE

April 2, 2008

• A Publication of the All Faculty Association at Santa Rosa Junior College •

Technology Training Funds For All Faculty

AFA would like to remind all active regular, probationary, temporary, and adjunct faculty that you may submit an application at any time during the academic year to the Faculty Technology Training Fund (FTTF). Originally this fund was established through negotiations between AFA and the District to encourage effective use of technology and promote technological competence by funding “hands-on” training opportunities for faculty. Recently FTTF guidelines have been expanded and now applications for training through interactive workshops, seminars, and/or demonstrations will also be considered. The FTTF application form has been revised accordingly. Note: applications must be submitted IN ADVANCE of the training.

The FTTF Committee will consider reimbursement for direct costs related to participation in technology training activities (for example, travel and travel-related expenses, including lodging and meals, registration and certification fees, and instructional materials). In these times of limited Staff Development money, the Faculty Technology Training Fund may be the only source of funds easily available.

A description of the fund and a copy of the revised application form are posted on the AFA Web site at www.santarosa.edu/afa/. They are also available upon request by calling the AFA office at 527-4731, or by sending an e-mail to afa@santarosa.edu.

Attn: All Faculty

Have you submitted your PDA/Flex
Verification/Notice of Absence
forms to Staff Development yet?

(Be sure to start the process early enough
to allow time to route for signatures.)

The deadline is Thursday, May 1.

District Activity Funds for Adjunct Faculty

Adjunct faculty who are currently participating in District-wide activities may apply to the Adjunct Faculty District Activities Fund (AFDAF) for payment. District activities are defined as those activities undertaken at the level of the college community, such as:

- serving on the AFA Executive Council or the Academic Senate;
- serving on District-wide standing councils/committees, ad hoc committees, or sub-committees (including Student Learning Outcomes, Basic Skills Initiative, Accreditation, and Curriculum Cluster Tech Review);
- performing approved College Service activities, such as serving on an evaluation team or hiring committee, preparing and presenting a PDA/Flex workshop, or serving as a faculty advisor to a student club or organization that meets the requirements of District Policy and Procedures 8.5.2; and
- participating in a self-defined or District-defined special project, designed to benefit the District (requires pre-approval).

To be eligible to receive these funds, an adjunct faculty member must have a Spring 2008 assignment, and must submit an application form. (Applications for special projects must be submitted beforehand — at least two weeks IN ADVANCE.)

The application form is posted on AFA’s Web site at www.santarosa.edu/afa/ and is also available upon request by contacting the AFA office at afa@santarosa.edu or 527-4731. The submittal deadline for the Spring 2008 application form is 5:00 p.m., Monday, May 12.

The AFDAF Committee will verify completion of the activity for which funding is requested prior to the award of payment. Payment is calculated using Base Hourly rates. Note: District activities paid according to this provision of the Contract DO NOT count as load.

Benefit Audit for Employees with Dependent Coverage

This is a reminder that all faculty, classified, management employees, and early retirees with District paid dependent coverage (including legal spouse, child, and/or domestic partner) are required to submit their documentation for the benefit audit by Friday, April 11, 2008.

What documentation is necessary?

- To enable SRJC to verify dependent eligibility please provide a copy of your most recent signed IRS Form 1040. Feel free to cross out all information except: name, address, last 4 digits of your social security number, filing status, and dependent information.
- If you have a domestic partner on your coverage or your filing status is married, filing separately; please provide signed copies of the 1040s of both domestic partners/legal spouses. Feel free to cross out all information except: name, address, last 4 digits of your social security number, filing status, and dependent information.
- If your age 19 + child is a full time student, but not an IRS dependent, please also provide a current class schedule verifying full-time student status.

Where do I submit it?

- Mail or fax forms to Kate Jolley's attention at the address listed below or send intercampus to her attention in the Accounting Office.
Kate Jolley
Director, Fiscal Services
Santa Rosa Junior College
1501 Mendocino Ave
Santa Rosa, CA 95401
Phone (707) 527-4413
Fax (707) 535-3769
KJolley@santarosa.edu
- April 1, 2008 through April 11, 2008 - Persons having privacy concerns who prefer not to send in documentation can bring it in person to be verified and returned immediately. This is available on the following dates and times:
 - ♦ April 1, 2008 ♦ 8:30 - 10:30 am
Maggini Conference Room
 - ♦ April 2, 2008 ♦ 4 - 6 pm
Doyle Library, Room 4401

- ♦ April 3, 2008 ♦ 9 - 11 am
Pedroncelli Board Room
- ♦ April 7, 2008 ♦ 8 am - noon
Petaluma Campus Administration
Conference Room (628)
- ♦ April 8, 2008 ♦ 11 am - 1 pm
Doyle Library, Room 4401
- ♦ April 9, 2008 ♦ 2 - 4 pm
Emeritus Conference Room
- ♦ April 10, 2008 ♦ 1 - 3 pm
Public Safety Training Center
Conference Room (103)
- ♦ April 11, 2008 ♦ 9 - 11 am
Button Conference Room

Attn: All Faculty Thinking about retiring? Come to a Retirement Workshop (and earn Flex credit)

Presentation and Q's & A's
by Ken Jones, local CalSTRS
Regional Benefits Counselor

Session 1: Wednesday, April 16
4:00 p.m. – 5:30 p.m.
Doyle Library, Room #4245

Session 2: Friday, April 18
1:00 p.m. – 2:30 p.m.
Doyle Library, Room #4246

Both sessions will be videoconferenced
to Call Hall, Room #648
on the Petaluma Campus.

Approved for 1½ hours of Flex credit

To register, contact Candy Shell in the AFA
office at 527-4731 or cshell@santarosa.edu

Sponsored by AFA