

UNTF
Union of Nontenure-Track Faculty
at Michigan State University
Local 1855 AFT, AFL-CIO

Appointments Ending May 15th

There are more than 200 fixed term teaching faculty and academic staff at MSU whose appointments end on May 15th.

Deadline for Fall Offers

The MSU/UNTF contract requires departments to make new appointment offers no later than 1 month before the end of the appointment. This means fixed term teaching faculty and academic staff with a May 15th end date should get fall appointment offers by April 15th. If the department does not intend to offer a fall appointment, it must give the employee notice and a reason (non-renewal notice).

Unemployment

An employee given a non-renewal letter, is likely eligible for Unemployment Insurance starting the week after May 15th. If you want help applying for unemployment, please contact the UNTF office.

AY Offers Should be Made

Since its formation, the UNTF has advocated for longer and more stable appointments for fixed term teaching faculty and academic staff. We have made progress getting multi-year appointments for faculty who previous had been limited to 1 year appointments. This is done through the Designation B process. 51 fixed term teaching faculty and academic staff represented by UNTF now have this status and enjoy rolling 3 year contracts.

But there has been another class of employees who have not even been offered 1 year appointments. Most of the fixed term teaching faculty and academic staff with appointments ending May 15th fall in this category. Some have taught every fall and spring for years and are still appointed on a semester to semester basis. This causes insecurity, an annual break in service and loss of benefits in the summer. The UNTF has been advocating that employees teaching both semester be given a regular appointment. Recently MSU has agreed to this in principle. The Provost's office is in the process of conveying directions to Departments on when and how to offer these longer appointments.

If your appointment ends May 15th, and if you have in the past simultaneously been offered a fall and spring appointment, it is our understanding that this year you should be offered an AY appointment. AY appointments run August 16th to August 15th (with no guarantee of summer work). AY employees who otherwise meet eligibility requirements receive benefits in the summer even if not working. (Currently, benefits eligible employees whose appointment end May 15th are given COBRA notices and told that if they want to maintain health care in the summer, they must pay 100% of the premium cost.)

The UNTF is excited about this change. But there will undoubtable be glitches in making this change. If you have questions or you want to discuss the appointment offer you receive, contact the UNTF office at 517-203-0880 or office@untf.org.

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Travel Funds Still Available

The UNTF Executive Board offered a Professional Development Travel Fund for spring 2017. The PDTF provides grants of \$200 to full members who are attending out of town conferences or other trainings for purposes of professional development.

This semester the board has allocated a total of \$4000 for the eligible members. There is still money available. The application form can be found on our website, untf.org and should be submitted by May 15, 2017. For more information, please feel free to contact us at office@untf.org.



How Dues are calculated

Dues or fees for UNTF are calculated by MSU payroll. Each month UNTF receives a list of names and the amount deducted. If you want to double check to make sure the correct amount is being deducted, you can use this formula:

For members:

$1.60\% \times \text{your monthly wage} \times \text{your percentage of teaching time} = \text{dues owed for that month}$

For non-members who are paying their fair share:

$1.44\% \times \text{your monthly wage} \times \text{your percentage of teaching time} = \text{fees owed for that month}$

The UNTF dues structure is unique in that dues or fees are only owed on monthly wages that are attributable to teaching time. Appointments within our bargaining unit vary greatly from 100% teaching duties to 8% teaching duties. Here are a couple of examples of dues calculation:

- $1.6\% \times \$2,000 \text{ monthly salary} \times 50\% \text{ teaching duties} = \$16 \text{ dues per month}$
- $1.6\% \times \$2,000 \text{ monthly salary} \times 100\% \text{ teaching duties} = \$32 \text{ dues per month}$

If you believe your deductions might be incorrect, feel free to contact the UNTF office at 517-203-0880 or office@untf.org.