



New Faculty Hires in the San Mateo Community College District

Important Notice

Now that the faculty and the Trustees in this District have voted to have an Agency Shop arrangement, the Union is required by law to provide all new faculty hires and non-Union faculty in the bargaining unit with the opportunity to select one of the following:

- A) Become a member of Local 1493; or
- B) Pay a Service Fee to Local 1493 in lieu of membership; or
- C) If you are a Conscientious Objector *within the criteria set forth herein, or in other law*, pay an amount equal to the AFT Local 1493 service fee to a non-religious charitable fund as set forth herein (see the "Selection of Options" form included herein).

The agency fee charged to non-members shall be the same as annual membership dues (1.2% of gross earnings). Fee payers may, however, request a reduction of their agency fees by the amount determined annually by an independent auditor to be "non-chargeable" to fee payers.

The "**Selection of Options**" form included herein lists the above 3 options and the criteria re Option C. Also enclosed is a two-page (or double-sided) "**AFT 1493 Membership Application**", which consists of our Membership Application on Page 1 and the District's Deduction form on Page 2. Please select **either** the "Selection of Options" form **or** the "AFT 1493 Membership Application" to complete as follows:

If you select Options B or C (Service Fee or Conscientious Objector status), please complete **only the "Selection of Options" form** indicating your choice of either B or C. If you select Option C, please provide proof of your Conscientious Objector status. **Please also complete the personal information requested on the bottom** (so that we may properly process your record), and return the form to the Union Office at CSM (17-131). **ALL FACULTY MEMBERS WHO ELECT NOT TO JOIN AFT LOCAL 1493 MUST FILL OUT THIS LEGALLY REQUIRED DOCUMENT.** This form should be returned within 2 weeks of your hire date.

If, however, you elect to join AFT Local 1493 (option A), please submit the enclosed, two-page (or double-sided) "**AFT 1493 Membership Application**" ***rather than*** the "Selection of Options" form. We ask that you **fully complete *both pages* (or sides) of the AFT Membership Application / Payroll Deduction Form** and forward it to the Union Office at CSM (17-131) within 2 weeks of your hire date.

Thank you for your cooperation and timely response.

SELECTION OF OPTIONS FORM

Please complete and return this form to the AFT Office at CSM (17-131)

"I authorize the San Mateo County Community College District to deduct from my wages the amount certified by Local 1493 as proper dues and/or fees for services provided by Local 1493. I hereby elect that such deduction be applied as follows:

(PLEASE SELECT ONE)

A _____ FOR LOCAL 1493 MEMBERSHIP DUES

(if so, please fill out **BOTH SIDES** (or both pages) of our **Membership Application**)

Please Note: If you did not receive the double-sided (or two-page) Membership Application (with the Membership Application form on Page 1 and the District's Deduction Form on Page 2) and you wish to join AFT 1493, please fill out THIS form and request that we forward the Application to you.

B _____ FOR A SERVICE FEE IN LIEU OF MEMBERSHIP DUES

(if so, please **COMPLETELY** fill out **THIS** form)

C _____ FOR A WAIVER--CONSCIENTIOUS OBJECTOR (see **eligibility requirements below**) *

(if so, please **COMPLETELY** fill out **THIS** form, select **one** of the 5 charities from the list below, and

ENTER THE NAME OF THE CHARITY HERE _____.

You must also provide proof of your Conscientious Objector religious affiliation.)

*WAIVER: "I decline to have dues or service fees deducted in any amounts to be paid to Local 1493. In so declining, I certify as follows: **'I am a practicing member of a recognized body or sect which has historically held a conscientious objection to joining or supporting any employee organization.** In lieu of paying for any dues, service fees or for any other services provided by Local 1493, I agree to the deduction of a sum **equal to such amounts** to be contributed to **one** of the following five non-religious charitable funds exempt from taxation under Section 501 (c) (3) of the Internal Revenue Code: 1) United Way; 2) Foundation for SMCCCD; 3) Peninsula Community Foundation; 4) Peninsula Open Space Trust; 5) American Red Cross. **I agree to provide Local 1493 with proof of such belief as a condition of continued exemption from payment of membership dues or service fees.**

I further agree that if a dispute occurs between Local 1493 and myself as to claimed exemption or proof of payment as specified above, Local 1493 is authorized to have deducted from my wages an amount equal to the applicable membership dues or service fees pending resolution of the dispute."

Print Name

Street Address

Campus

City

Zip Code

Division

Home Phone

Department (Subject Taught)

Off-Campus Business Phone or Cell Phone

Campus Office Location (Bldg & Room)

Social Security Number (optional)

Campus Phone Extension

Employee ID ("G") Number (**required**)

Signature

Date

AFT 1493 Membership Application - PAYROLL DEDUCTION Form

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

College of San Mateo Cañada College Skyline College Chancellor's Office

PAYROLL DEDUCTIONS FOR ALL ACADEMIC PERSONNEL

Please Note: If you are joining AFT Local 1493, please sign this form (as required by the District), and please also complete the Membership Application Form on page 1.

Name

(please print) _____

Payroll Authorization: Pursuant to Section 87833 of the Education Code and 3543.1 (d) of the Government Code, San Mateo County Community College District is hereby authorized and directed to deduct from each regular salary warrant due for services as a academic employee, the sum necessary to pay union dues as checked. The amount so deducted shall be transmitted to the organization and upon remitting the deduction the District shall have fulfilled its entire obligation and will be held harmless in the event of defalcation on the part of the organization or any of its employees.

**THIS AUTHORIZATION IS TO REMAIN IN FORCE UNTIL CANCELLED
OR REVISED BY ME IN WRITING.**

The current AFT dues deduction rates (effective as of the Spring 2006 semester) are as follows:

- | |
|---|
| <input type="checkbox"/> Contract Status: 1.2% of each paycheck's gross earnings (fall, spring and summer) |
| <input type="checkbox"/> Adjunct Faculty: 1.2% of each paycheck's gross earnings (fall, spring and summer) |

Signature _____

Date _____

Government Code, Section 3543.1(d): All employee organizations shall have the right to have membership dues deducted pursuant to Sections 87833 and 88167 of the Education Code, until such time as an employee organization is recognized as the exclusive representative for any of the employees in an appropriate unit, and then such deduction as to any employee in the negotiation unit shall not be permissible except to the exclusive representative.