



# UPDATE

December 6, 2004

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

## AFDAF Applications Due December 13

The Fall 2004 Adjunct Faculty District Activities Fund (AFDAF) application is due to the AFA office by 5:00 p.m. Monday, December 13. Adjunct faculty who are currently serving on District-wide councils or committees, on evaluation teams, and/or as faculty advisors to student clubs are eligible to apply.

AFA has already contacted adjunct faculty who are listed on the Academic Senate 2004-05 Committee Appointments roster as well as those serving on other District-wide committees, such as the Petaluma Faculty Forum. If we missed you, be sure to complete a Fall 2004 AFDAF form and return it to the AFA mail box in Bailey Hall. The application form, which includes eligibility criteria, can be downloaded from AFA's web site at <[www.santarosa.edu/afa/](http://www.santarosa.edu/afa/)>. It is also available upon request by calling the AFA office at 527-4731 or sending an e-mail to <[afa@santarosa.edu](mailto:afa@santarosa.edu)>.

## AFA Audit Completed Fair Share Service Fee Notice Mailing

An audit of AFA's income and expenses for the 2003-04 fiscal year has recently been completed. The purpose of the audit is to demonstrate how AFA income is expended. The audit information includes an *Independent Auditor's Report*, *Financial Statements*, and a *Schedule of Unrestricted General Operating Expenses and Allocation of Expenses between Chargeable and Nonchargeable*. If you wish to see the audit reports, log onto the AFA

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## IRC 125 Plan Forms Due to Payroll January 5, 2005

Open enrollment for the IRC 125 Cafeteria/Flexible Benefit Plan for Calendar Year 2005 occurs during the month of December 2004. All contract faculty members who meet the eligibility requirements for participating in the District's health benefits plans are eligible to participate. Enrollment forms are available in the Payroll Department. The deadline to submit the 2005 enrollment form to Payroll is January 5, 2005.

Faculty who have not previously participated in the plan might be interested because of increasing health care costs. In addition, enrolling in the IRC 125 plan is a way to pay the family premium expense for dependents enrolled in the Vision Services Plan (as well as for other medical, dental, and vision copayments and deductibles, and other out-of-pocket health expenses) with pre-tax dollars, thereby reducing your taxable income. Contact Lisa Hotchkiss in the Payroll Department at 527-4200 for forms and more information.

Note that, effective January 1, 2004, due to a change in IRS regulations, over-the-counter drugs can be reimbursed through the SRJC Flexible Benefit Plan, which means that those reimbursements can be claimed tax free. Allowable IRC 125 plan medical care expenses include amounts paid for diagnosing, curing, mitigating, treating or preventing disease. Covered drugs include:

- Antacids
- Pain relievers
- Allergy pills
- Cold medicines

The ruling excludes reimbursements for purchases of toiletries, cosmetics, and other items such as toothpaste, hair spray, and soap. If you have any questions regarding a particular item, call Shirrell Consulting Services at (707) 544-1801.

## Unemployment Benefits for Adjunct Faculty

Adjunct faculty have the right to apply for unemployment benefits during breaks between semesters when they are not employed. For more information, see the 12/6/04 *AFA Update* posted in your department or service center, or log onto the AFA web site at: <[www.santarosa.edu/afa](http://www.santarosa.edu/afa)>, where you will find eligibility criteria, procedures to follow, court case documents, and useful links that will assist you in filing for unemployment benefits. If you would prefer a hard copy of these materials, call the AFA office at 527-4731 or send an e-mail to <[afa@santarosa.edu](mailto:afa@santarosa.edu)> before 3 pm on Thursday, December 16 to request one.

The AFA Office  
will be  
closed for the  
Winter Break.

For the Contract and other  
useful information, log onto  
the AFA web site at  
<<http://www.santarosa.edu/afa/>>.



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## Negotiations Continue

When a Tentative Agreement has been reached, it will be reported in the *Update*.

## Audit *(continued)*

web site at <[www.santarosa.edu/afa/](http://www.santarosa.edu/afa/)> or contact the AFA office at 527-4731 or <[afa@santarosa.edu](mailto:afa@santarosa.edu)> to request a copy.

A Fair Share Service Fee (FSSF) Notice will soon be mailed to the home address of faculty who are not currently dues-paying members of AFA. The AFA Executive Council set the FSSF to be the equivalent of the dues that members pay, which is 0.4% of gross pay. The same percentage is applied to the earnings of both full-time and part-time faculty.

NOTE: for the same amount of money you can join AFA rather than pay the Fair Share Service Fee. **AFA encourages you to join your Faculty Association** and enjoy the benefits of membership, which include: helping to determine what is bargained, electing Executive Council members, running for a seat on the Executive Council, and voting for ratification of negotiated contracts.

If you decide NOT to join AFA, you will be assessed the amount of the FSSF as a payroll deduction from each check you receive for faculty work at SRJC.