



ADJUNCT FACULTY ORGANIZATION
AFT Local 337, AFL-CIO



**AUTHORIZATION FOR PAYROLL
DEDUCTION OF MEMBERSHIP DUES OR AGENCY FEES**

The Adjunct Faculty Organization (AFO) represents the collective bargaining interests of part-time instructional faculty and other part-time professional employees at HFCC. Pursuant to the Collective Bargaining Agreement between Henry Ford Community College and the AFO, all represented employees are required to support the contract-related activities of the AFO either through payment of union dues or an agency fee. As a part-time instructor or other part-time professional employee at HFCC, you will be represented by the AFO regardless of whether you choose to pay dues or to pay an agency fee. By becoming a dues-paying member of the AFO, you have the right to participate in the democratic governing processes of the AFO including the right to vote on various referenda, serve on committees, and run for AFO office. Agency fee payers are covered by the contract, but do not have the right to help determine how the AFO operates, to run for office, or vote on referenda.

Completion of this form authorizes HFCC to withhold approved amounts from your pay. Should a represented employee fail to complete this form, HFCC will nonetheless withhold the agency fee.

TO: Henry Ford Community College

This form will authorize you to withhold from my gross, regular earnings as a represented part-time faculty member (including spring or summer earnings) either union dues or agency fee, as indicated below, in the amount determined by the Adjunct Faculty Organization ("AFO"). This authorization will continue during my employment in this capacity with Henry Ford Community College unless revoked in writing. I understand that the payment of union dues or agency fees is a condition of employment as long as I am a member of the AFO bargaining unit. Accordingly, I direct you to withhold from my earnings and to periodically pay the amount withheld to the AFO as indicated below.

I have selected the following status (select one):

- Union member with all the benefits of membership (see enclosed membership form). Dues are currently assessed at the rate of 1.85% of gross salary as a member in good standing of the AFO.
- Agency fee at 91.9% of regular dues, with no benefits of membership. The agency fee is currently assessed at the rate of 1.70% of gross salary as a represented part-time faculty member.

Print name: _____

Signed: _____ Date: _____

Note: Union dues and agency fees are not deductible as charitable contributions for either federal or state tax purposes. They may be deducted as a professional expense.

Please return this form through U.S. or interoffice mail to:

HFCC-AFO, AFT Local 337
Henry Ford Community College
A-024 Learning Technology Building
5101 Evergreen Road
Dearborn, MI 48128

Date of Delivery to HFCC Payroll ____/____/____ (for Office use only)