



ADJUNCT FACULTY ORGANIZATION
AFT Local 337, AFL-CIO



COMBINED MEMBERSHIP FORM and
PAYROLL AUTHORIZATION FORM

The Adjunct Faculty Organization (AFO) represents the collective bargaining interests of part-time instructional faculty and other part-time professional employees at Henry Ford Community College (HFCC). Pursuant to the Collective Bargaining Agreement between HFCC 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 membership and agree to pay dues or decline membership and 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. By choosing membership, you are helping us build a strong AFO and a better College! 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.

Note: If you fail to complete and/or submit this form, agency fees will be deducted from your earnings by default.

Note: If you become a temporary part-time member of the HFCC Federation of Teachers (Local 1650) during any particular semester, dues or fees will be deducted from your paycheck (if you've authorized or defaulted to payroll deduction of AFO dues or fees) and will be applied to your dues/fees obligation to Local 1650.

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.

TO: Henry Ford Community College and the HFCC-AFO

My signature below indicates my choice to either become an AFO member or decline membership and pay agency fees. This authorization will continue during my employment in this capacity with HFCC unless revoked in writing.

[ ] I choose to become an AFO member with all the benefits of membership and agree to have membership dues deducted from my earnings. Dues are currently assessed at the rate of 1.75% of gross salary. This authorization will continue during my employment in this capacity with HFCC unless revoked in writing.

Print name: \_\_\_\_\_ Personal email address: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

[ ] I choose to decline membership in the AFO and to authorize the College to deduct agency fees from my gross earnings. I recognize that as an agency fee payer I will forego the benefits of membership. The agency fee is currently assessed at the rate of 1.60% of gross salary. This authorization will continue during my employment in this capacity with HFCC 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.

Print name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

[ ] I choose to decline membership in the AFO and agree to pay the required agency fees directly to the AFO rather than by payroll deduction. I recognize that as an agency fee payer I will forego the benefits of membership. I understand that failure to pay fees in a timely manner may result in the termination of my employment with HFCC. The agency fee is currently assessed at the rate of 1.60% of gross salary. Full payment of fees is due in the AFO office within ten business days of each payday.

Print name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form through U.S. or interoffice mail to the AFO office: HFCC-AFO, 5101 Evergreen Road, Dearborn, MI 48128

Date of Delivery to HFCC Payroll \_\_\_/\_\_\_/\_\_\_ (For Office Use Only)