WAUBONSEE
COMMUNITY COLLEGE

Board of Waubonsee Community College Community College District #516

and

Waubonsee Community College Adjunct Faculty Association - Credit (WCCAFA)

August 16, 2026 – August 15, 2029

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ARTICLE I: RECOGNITION OF ASSOCIATION

The Board of Trustees of Community College District No. 516 recognizes the Waubonsee Community College Adjunct Faculty Association (WCCAFA) as the exclusive bargaining representative for the eligible adjunct faculty members, including the designated Adjunct Faculty Development Coordinator, as certified by the Illinois Educational Labor Relations Board on April 5, 2006.

To be eligible for the bargaining unit, an adjunct faculty member must have taught at least 3 credit hours for three (3) consecutive semesters (excluding summer). An adjunct faculty member whose teaching assignment is reduced below the three (3) credit hours due solely to the cancellation of a course, insufficient enrollment, program changes, or other action initiated by the College shall not lose eligibility or have the consecutive semester requirement interrupted. Eligibility for bargaining unit membership shall not be affected by temporary breaks in assignment from lack of available work, provided the adjunct faculty member remains otherwise qualified and available for assignment. Bargaining unit eligibility shall commence at the beginning of the third consecutive semester in which the adjunct faculty member provides at least three (3) credit hours of instruction.

Excluded from the unit are all adjunct faculty members who do not meet the bargaining unit eligibility criteria set forth above, all administrators, full-time faculty, support staff, managerial employees, SURS retirees, and full-time Waubonsee Community College students, as well as all confidential, supervisory and managerial employees as defined in the Illinois Educational Labor Act.

An adjunct faculty member who is removed from the bargaining unit because they do not meet the eligibility criteria set forth above will re-qualify for eligibility in the unit only after satisfying the eligibility criteria set forth above.

ARTICLE II: ADJUNCT FACULTY DEVELOPMENT COORDINATOR

1. The College, in collaboration with the Association, will designate one (1) adjunct faculty member to serve as the Adjunct Faculty Development Coordinator per contract year. The primary responsibility of the Adjunct Faculty Development Coordinator is to provide adjunct faculty leadership for planning and evaluating faculty development programs specifically for part-time faculty. The Adjunct Faculty Development Coordinator is responsible for identifying adjunct faculty professional development needs, and for advancing the College's goal to foster inclusive teaching excellence to support holistic student success. The Adjunct Faculty Development Coordinator works with faculty and administrators in advancing the goals of the College.

2. The Adjunct Faculty Development Coordinator will be designated by April 1 of each contract year, with the assignment and release time beginning on the day after the first Faculty Development Day in the fall semester. From April 1 until the start of the assignment after the first Faculty Development Day in the fall semester, the incoming Adjunct Faculty Development Coordinator will shadow the current Adjunct Faculty Development Coordinator. This period will be known as the Transition Period.

3. The Adjunct Faculty Development Coordinator will receive the following hours as release time for their service:

    a) Fall semester (beginning on the day after the first Faculty Development Day): six (6) load hours

    b) Spring semester: six (6) load hours

    c) Summer semester: three (3) load hours

4. During the Transition Period, the incoming Adjunct Faculty Development Coordinator will receive the following pay / hours as release time for their service:

    a) April 1 – May 31: Paid the non-teaching assignment rate for hours worked, subject to the hours approved in advance by an administrator

    b) Summer semester: two (2) load hours

5. The Parties agree that an adjunct faculty member's approved load hours serving as the Adjunct Faculty Development Coordinator counts as credit hours of instruction for the purpose of determining bargaining unit eligibility

ARTICLE III: BI-ANNUAL UNIT LISTING

The Board will provide a list of adjunct faculty members who meet the eligibility criteria set forth in the Recognition clause to the Union (WCCAFA) on or before September 15 for the fall semester and February 15 for the spring semester. This information will be provided in an electronic file or other format agreed to by the WCCAFA President and sent to the WCCAFA President. This information will include the employee's name, job title, worksite location, home address, work telephone numbers, and any home and personal cellular telephone numbers on file with the employer, date of hire, work email address, and any personal email address on file with the employer. Members will be qualified or disqualified effective the beginning of the fall semester and the spring semester of each school year.

ARTICLE IV: PAY SCHEDULE

Prior to the start of the semester, the “Adjunct Faculty Pay Calendar” will be posted on mywcc by searching “Adjunct Faculty Pay Calendar” under the Resources Tab.

ARTICLE V: PRIORITY COURSE SELECTION

Following the determination of the course schedule for full-time teaching faculty each semester in accordance with the full-time faculty contract, the College will offer remaining courses to adjunct faculty based on institutional needs, faculty qualifications, program requirements, and course availability.

The order of adjunct faculty course selection will be calculated in the following manner:

1. Begin from the earliest date of hire.

2. The total number of contact hours worked as an adjunct faculty member at the College, with the person having more contact hours receiving priority.

3. In cases of equivalence, a one-time random draw conducted by Human Resources will determine the ordering (i.e., random number assignment generated by Human Resources).

Nothing in this provision will limit the College's authority to determine course offerings, instructional modalities, scheduling, enrollment-based adjustments, or other staffing decisions in the best interest of the institution.

ARTICLE VI: MANAGEMENT RIGHTS CLAUSE

The Waubonsee Community College Board of Trustees, on its own behalf and on behalf of the electors of the district, hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in by the laws and the Constitutions of the State of Illinois and the United States including, but without limiting the generality of the foregoing, the right:

A. To the executive management and administrative control of the College, its properties and facilities.

B. To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment or their dismissal.

C. To approve curriculum and courses of instruction, including special programs, as deemed necessary or advisable by the Board.

The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only to the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Illinois and the Constitution and laws of the United States.

ARTICLE VII: GRIEVANCE PROCEDURE

It is the declared objective of the Union (WCCAFA) and the Board to encourage the prompt and informal resolution of grievances as they arise and to provide recourse to orderly procedures for the satisfactory resolution of such grievances.

A. Definition

A grievance is defined as an alleged violation, misapplication or misinterpretation of a specific article or section of this Agreement. If any such grievance arises, there shall be no individual or concerted stoppages or suspensions of work because of such grievance, but such grievance shall be submitted under the following grievance and/or arbitration procedures.

B. Resolution

Earnest effort shall be made to resolve grievances by informal communications between the adjunct faculty member and the appropriate administrative officer. If such a resolution is not reached, the adjunct faculty member may utilize the grievance procedures set out under "D" below.

C. General Provisions

1. Use of this grievance procedure will deny subsequent access to other procedures provided for in applicable Board policy.

2. The adjunct faculty member and WCCAFA agree that if an action is commenced in any other legal forum, the grievance process will be stopped and resolution of the issue will be subject to the jurisdiction of such other legal forum.

3. While the WCCAFA is the exclusive representative of all employees in the unit, any individual employee or a group of employees may at any time initiate grievances pursuant to this Article and then have them resolved without the intervention of the WCCAFA as long as the resolution is not inconsistent with the terms of this Agreement.

4. A grievance shall be submitted in writing, signed by the grieving adjunct faculty member(s), and shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted; and the remedy requested. The adjunct faculty member(s) filing the grievance must also notify WCCAFA that a grievance has been filed.

5. Grievance meetings shall be scheduled in an effort to allow for the presence of necessary parties, where practical. If a grievance meeting is scheduled at a time when the adjunct faculty member or WCCAFA representative is otherwise assigned at the College, an attempt will be made to re-schedule the meeting at a time that is convenient for all parties involved.

6. Records pertaining to the grievance shall be filed separately from the official personnel file of the adjunct faculty member.

7. A grievance may be withdrawn at any level without establishing precedent, provided that, if withdrawn, the grievance shall be treated as though never filed.

D. Procedure

At any conference scheduled under this Article, the adjunct faculty member may be accompanied by a WCCAFA representative and the appropriate administrative officer may be accompanied by another administrative officer or their designee.

Step 1 Formal Submission to Appropriate Administrative Officer and Chief Human Resources Officer

If informal communications do not resolve the grievance, the adjunct faculty member may initiate the formal grievance resolution procedure by submitting the grievance to the appropriate administrative officer and the Chief Human Resources
Officer, in writing, within fifteen (15) school days following the date of the act or omission giving rise to the grievance or following the date on which the adjunct faculty member knew or, in the exercise of reasonable diligence, should have known of such act or omission. The grievance shall be submitted in writing, signed by the grieving adjunct faculty member(s), shall identify all grievants, except in the case of a WCCAFA grievance, and shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted, and the remedy requested.

Upon receiving the written grievance, the Chief Human Resources Officer and appropriate administrative officer or their designee will determine a conference date within ten (10) school days after the written grievance has been received and shall advise the adjunct faculty member of the time and place of the conference. The appropriate administrative officer or their designee and the Chief Human Resources Officer shall communicate their written decision to the adjunct faculty member within ten (10) school days following the conference.

Step 2 Appeal to the Supervising Assistant Provost

If the grievance is not resolved through conference with the appropriate administrative officer or their designee and the Chief Human Resources Officer, the adjunct faculty member may appeal to the supervising Assistant Provost. This appeal shall be made in writing and submitted to the Assistant Provost within ten (10) school days after receipt of the written decision under Step 1 and shall be submitted in writing, signed by the grieving adjunct faculty member(s), shall identify all grievants, except in the case of a WCCAFA grievance, shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted, and the remedy requested, and shall contain the disposition offered by the appropriate administrative officer or their designee and the Chief Human Resources Officer and the reason(s) why such disposition is unsatisfactory. The Assistant Provost will determine a conference date within ten (10) school days after the written appeal has been received and shall advise the adjunct faculty member of the time and place of the conference. The Assistant Provost shall communicate their written decision to the adjunct faculty member within ten (10) school days following the conference.

Step 3 Appeal to the Provost

If the grievance is not resolved through conference with the Assistant Provost, the adjunct faculty member may appeal to the Provost. The appeal shall be made in writing and submitted to the Provost within ten (10) school days after receipt of written notice of the Assistant Provost's decision and shall be submitted in writing, signed by the grieving adjunct faculty member(s), shall identify all grievants, except in the case of a WCCAFA grievance, shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted, the remedy requested, and shall contain the disposition offered by the Assistant Provost and the reason(s) why such disposition is unsatisfactory. The Provost, or their designee, will determine a conference date within ten (10) school days after the written appeal has been received and shall advise the adjunct faculty member of the time and place of the conference. The Provost shall communicate their written decision to the adjunct faculty member within ten (10) school days following the conference.

Step 4 Appeal to the President

If the grievance is not resolved through conference with the Provost, the adjunct faculty member may appeal to the President of the College. The appeal shall be made in writing and submitted to the President within ten (10) school days after receipt of written notice of the Provost's decision and

shall be submitted in writing, signed by the grieving adjunct faculty member(s), shall identify all grievants, except in the case of a WCCAFA grievance, shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted, the remedy requested, and shall contain the disposition offered by the Provost and the reason(s) why such disposition is unsatisfactory. The President, or their designee, will determine a conference date within ten (10) school days after the written appeal has been received and shall advise the adjunct faculty member of the time and place of the conference. The President shall communicate their written decision to the adjunct faculty member within ten (10) school days following the conference.

Step 5 Arbitration

A grievance that was not resolved at Step 4 may be referred to arbitration. This must be a joint decision of the WCCAFA and the adjunct faculty member(s). The WCCAFA shall submit to the President a written notice of referral of the grievance to arbitration within five (5) school days after the president has submitted their written decision pursuant to Step 4.

Within ten (10) school days, the parties shall jointly request the American Arbitration Association to submit a panel(s) of qualified arbitrators from which the parties shall select an arbitrator pursuant to the procedures of the American Arbitration Association. The arbitrator selected shall set a time and place for the hearing subject to the availability of the Board and WCCAFA representatives.

The arbitrator shall limit their decision strictly to the application and interpretation of the provisions of this Agreement as they apply to the specific grievance presented, and they shall be without power or authority to alter or modify in any manner any of the provisions of this Agreement or make any decision limiting or interfering in any way with the powers, duties and responsibilities of the Board under applicable law.

The arbitrator shall issue their decision as soon as possible from the date of the closing of the hearing, or if oral hearings have been waived or supplemented or if post-hearing briefs have been filed, then from the date of transmitting the final proofs and statements and/or briefs. Either party shall have the right to file a post-hearing brief to the arbitrator. The decision shall be in writing and shall set forth the arbitrator's opinion and conclusion on the issues submitted. The decision shall be binding on all parties, provided that either party may challenge the arbitrator's decision in a court of competent jurisdiction and/or defend against an unfair labor practice charge or complaint before the Illinois Educational Labor Relations Board on the grounds that the arbitrator acted illegally and/or contrary to the terms of this Article which

specify the scope of the arbitrator's authority. The mutual fees or expenses for the arbitrator shall be paid equally by the Board and the WCCAFA. All other costs shall be paid by the party incurring same.

E. Time Limits

1. For purposes of calculating time limits under this Article, "school days" shall mean days on which the College's administrative offices are open.

2. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the adjunct faculty member or WCCAFA, as appropriate, to proceed to the next step.

3. Any failure on the part of an adjunct faculty member and/or the WCCAFA to meet a time limit specified in this Article shall result in resolution of the grievance as per the disposition stated by the College officer who last considered the grievance.

4. Time limits may be extended in any specific instance by mutual written agreement.

F. Union Grievances

The WCCAFA has the right to initiate or appeal a grievance alleging a violation of this Agreement involving five (5) or more adjunct faculty members. Such grievance is subject to the procedures outlined in this Article. The grievance shall be submitted in writing, signed by a minimum of five (5) grieving adjunct faculty members, and shall contain a statement of explanation of the grievance, the provision(s) of the Agreement allegedly violated, misapplied or misinterpreted and the remedy requested.

ARTICLE VIII: ASSOCIATION BUSINESS

The Association will be provided rights pursuant to the Illinois Educational Labor Relations Act.

A. Non-Reprisal

Neither the Board nor the Union (WCCAFA) shall discriminate or take any reprisals or threaten such action against any adjunct faculty member or other College employee as a consequence of filing any grievance or participation or non-participation in the grievance process outlined in this Agreement, advocating for another WCCAFA member, or exercising any of the rights granted by any section of this Agreement.

B. Meeting Space

The WCCAFA may request use of College facilities and/or equipment for WCCAFA meetings five times per academic year, free of charge, pursuant to the College's Facilities Usage Guidelines. Approval for additional meetings during the school year at no charge may be approved by the Vice President of Finance and Administration upon receipt of a written request from the Association.

C. Interoffice Mail/Email

The College will permit the WCCAFA to distribute official Association materials to adjunct faculty members through the College's interoffice mail or e-mail, subject to College regulations. A copy of any material distributed through the College's interoffice mail or e-mail system should be given to the Vice President of Educational Affairs. Any distribution must not be disruptive to College operations. No communications are allowed that include any information relating to political candidates or campaigns or contain derogatory information.

D. Association File Cabinet

The College will provide space in the adjunct faculty/common work space for a secured file cabinet for Association business. The cabinet will be provided by the Association and the College assumes no responsibility for it or its contents. WCCAFA will work with the Chief Human Resources Officer and Executive Director of Campus Safety and Operations to secure the location for the cabinet, and the WCCAFA will be contacted prior to any location changes.

E. Dues Deduction

The Board shall deduct WCCAFA membership dues from the wages of an adjunct faculty member covered by this Agreement in the amount determined by the Association. The amount to be deducted per pay period shall be uniform for each WCCAFA member. The College must receive written authorization executed by the adjunct faculty member

for this to occur. Once authorized, the designated amount will be deducted from each pay the WCCAFA member receives while remaining a member of the bargaining unit beginning with the October 31st or March 31st pay date and ending with the May 31st pay date.

The Association shall provide a listing of WCCAFA members authorizing the dues deduction and provide the completed authorization form for each member to the Office of Human Resources by October 15th and March 15th of each year. The amount per pay period may be revised annually by the Association provided written notice of the amount is submitted to the Office of Human Resources by October 15th. The dues deducted by the College shall be forwarded to the Association within fifteen (15) working days of the date for which the deductions are made.
The dues deduction authorization may be revoked by the WCCAFA member at any time by providing written notice to the Executive Director of Human Resources.

F. Association-Administration Meetings

The parties to the contract agree that it is mutually beneficial to encourage open dialogue and information sharing between Association representatives and the administration. To that end, the parties agree that up to two Association-Administration meetings may be called per semester (fall and spring) on an as needed basis.

G. Bulletin Board Space

The Association shall be provided with bulletin board space, where available, in the workrooms identified in the Adjunct Faculty Guidebook and the Adult Education workroom to post notices and other materials related to Association activities. Bargaining unit members may post materials on the bulletin board that comply with college policies and procedures, including its non-solicitation guidelines.

H. Association Representation

Adjunct Faculty shall have the right to assistance and representation from duly authorized Association representatives at grievance meetings, investigatory meetings, or other meetings that may result in suspension, termination, or other disciplinary action, as applicable by law.

ARTICLE IX: ADJUNCT FACULTY USE OF FACILITIES AND EQUIPMENT

The College will provide common work space for adjunct faculty members, if available, at each campus. Use of College technology, network, equipment and supplies is restricted to business related to the adjunct faculty member's teaching assignments.

ARTICLE X: ACADEMIC RIGHTS AND RESPONSIBILITIES

The June 23, 2005 Statement on Academic Rights and Responsibilities shall be the guideline of this Article. A further clarification and elaboration of these statements follows.

Intellectual pluralism and academic freedom are central principles of American higher education. The particular purpose of each school, as defined by the institution itself, should set the tone for the academic activities.

Colleges and universities should welcome intellectual pluralism and the free exchange of ideas. Such a commitment will inevitably encourage debate over complex and difficult issues about which individuals will disagree. Such discussions should be held in an environment characterized by openness, tolerance and civility.

Academic decisions including grades should be based solely on considerations that are intellectually relevant to the subject matter under consideration. Neither students nor faculty should be disadvantaged or evaluated on the basis of their political opinions. Any member of the campus community who believes he or she has been treated unfairly on academic matters must have access to a clear institutional process by which their grievance can be addressed.

The validity of academic ideas, theories, arguments and views should be measured against the intellectual standards of relevant academic and professional disciplines. The responsibility to judge the merits of competing academic ideas rests with colleges and universities and is determined by reference to the standards of the academic profession as established by the community of scholars at each institution.

Government's recognition and respect for the independence of colleges and universities is essential for academic and intellectual excellence. Because colleges and universities have great discretion and autonomy over academic affairs, they have a particular obligation to ensure that academic freedom is protected for all members of the campus community and that academic decisions are based on intellectual standards consistent with the mission of each institution.

The WCCAFA adjunct faculty member is a citizen and a member of a learned profession. When the adjunct faculty member speaks, writes, or acts as a citizen, the adjunct faculty member should be free from institutional censorship and/or discipline. However, in the execution of the adjunct faculty member's duties and responsibilities and as a responsible member of the community, the adjunct faculty member will be accurate, exercise appropriate restraint, show respect for the opinions of others and indicate in the expression of the adjunct faculty member's opinions that the adjunct faculty member is not speaking for or on the behalf of the institution.

The adjunct faculty member is entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matter which has no relation to their subject.

ARTICLE XI: OFFICE HOURS

Adjunct faculty are encouraged to be available to meet with students before or after class as necessary. While regularly scheduled office hours are not required, adjunct faculty may choose to schedule office hours and be compensated for them at the non-teaching assignment rate. While remaining in compliance with Waubonsee's guidelines related to maximum hours worked and the Affordable Care Act, up to one office hour per week per assigned course may be scheduled.

Scheduled office hours must be strictly adhered to throughout the term, and the detailed office hour information must be included on the course syllabus per the current Waubonsee Syllabus Template.

ARTICLE XII: NOTIFICATION OF CHANGES

Administrative supervisors or administrative assistants shall notify all assigned adjunct faculty via WCC email of approved textbooks, publisher resources, Open Educational Resources (OER), and any other material changes no later than three (3) weeks prior to the start of the semester. Necessary informational updates shall also be provided via WCC email throughout the semester.

ARTICLE XIII: INSTRUCTIONAL OBSERVATIONS

Adjunct faculty may be observed by the appropriate administrator per the College's established processes. Adjunct faculty will be notified in advance of the instructional observation, and the schedule will be mutually agreed upon by the adjunct faculty member and the appropriate administrator.

ARTICLE XIV: ADJUNCT FACULTY PERSONNEL FILE

The College shall maintain one official personnel file for each WCCAFA adjunct faculty member. This file will be maintained by Human Resources.

An adjunct faculty member will be provided with a copy of any written material that may adversely affect their employment prior to its placement in the official personnel file.

An adjunct faculty member may respond in writing to any written material that may adversely affect their employment filed in their official personnel file within ten (10) days of receipt of such material. The written response will be attached to the file copy.

As appropriate, materials placed in the official personnel file will be dated.

Employees may submit relevant material to be considered for placement in their official personnel file by sending it to the Office of Human Resources.

An adjunct faculty member may inspect his/her official personnel file in accordance with the Illinois Personnel Records Review Act.

ARTICLE XV: ONLINE TEACHING QUALIFICATION

Adjunct faculty assigned to teach online courses must have successfully completed College-designated online teaching certification within the preceding five (5) years to be eligible to teach online courses.

Adjunct faculty employed by the College at the time this requirement is implemented shall have one (1) academic year from the implementation date to complete the required online teaching certification. Adjunct Faculty will receive a flat rate of $200.00 after completion of the two (2) courses. Newly hired adjunct faculty must complete the required certification prior to receiving an online teaching assignment.

The College shall maintain and publish the required online teaching certification and communicate any revisions to adjunct faculty prior to implementation.

Completion of the required online teaching certification establishes eligibility to teach online courses but does not guarantee an online teaching assignment.

ARTICLE XVI: PROFESSIONAL DEVELOPMENT DOLLARS

The College shall provide each Adjunct Faculty member with up to four hundred dollars ($400.00) per academic year to support the adjunct faculty member's professional development. Any unused Professional Development Dollars shall not carry over from one (1) academic year to the next.

Professional Development Dollars may be used for, including but not limited to:

- Workshops, seminars, college credit course;
- Conference expenses (Registration, Hotel, Travel);
- Renewal of professional certifications;
- Physical or digital books and professional journals; and
- Memberships in professional organizations

Faculty Development Days shall continue to be offered in accordance with the College's established practice at the beginning of each semester. Adjunct Faculty members who voluntarily attend Faculty Development Days shall not receive compensation for their attendance.

To receive reimbursement for eligible professional development expenses, an Adjunct Faculty member shall comply with the reimbursement process, as published on MyWCC Resources. The Adjunct Faculty member shall submit itemized receipts **and** proof of attendance, completion, or delivery, as applicable, with the reimbursement request. Reimbursement shall be limited to eligible expenses supported by the required documentation.

ARTICLE XVII: SUBSTITUTE PAY

WCCAFA members who substitute for another faculty member will be paid by the College at the rate of $60.00 per clock hour. The substitution must have prior approval by the appropriate Dean or their designee. Authorization for such payment must be submitted by the Dean to the Office of Human Resources.

ARTICLE XVIII: ABSENCE PROCEDURE

An absentee rate of greater than 10 percent of scheduled class sessions for each assigned course will be the point at which an adjunct faculty member will receive a pay deduction for the missed class sessions. This percentage will be rounded up or down to the nearest whole number in order to calculate the number of class sessions that may be missed before a pay adjustment will be necessary. All adjunct faculty absences must be reported to the appropriate Dean, as far in advance as possible.

Exceptions to the Absence Procedure are noted below:

Military Leave
Adjunct Faculty shall have rights to military leave in accordance with state and federal law.

Jury Leave
With respect to jury leave, absences from teaching will not be charged against the 10% rule noted above.

Bereavement Leave
Adjunct faculty shall be given one (1) scheduled class session for each assigned course to attend the funeral of, grieve for, or tend to the personal affairs of the adjunct faculty's deceased parent, spouse, child, step-child, grandchild, grandparent, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, spouse's grandparent, spouse's child or grandchild, son-in-law, daughter-in-law, step-sibling, that will not be charged against the 10% rule.

Adjunct faculty may request up to three (3) total calendar days per occurrence, however the additional bereavement days will be deducted from the 10% rule as appropriate. Additional time off greater than three (3) calendar days may be requested by adjunct faculty and will require approval by the immediate supervisor.

Illinois Paid Leave for All Workers Act
The WCCAFA expressly states that it has knowledge of and has read the Paid Leave for All Workers Act (Public Act 102-1143, eff. 1/1/24). The WCCAFA hereby waives and releases the College from any and all requirements under the Act that may be applicable in any way to individuals employed in positions covered by this Agreement.

ARTICLE XIX: TUITION REIMBURSEMENT

A WCCAFA member will be eligible for tuition reimbursement for credit courses taken by the member at Waubonsee Community College. The member is eligible to be reimbursed for up to three (3) credit hours for any semester (non-cumulative) in which they are actively teaching provided the member receives a grade of "C" or higher.

No paying student will be denied enrollment to accommodate a tuition reimbursement enrollee. The College will reimburse the WCCAFA member for tuition only.

Reimbursement requests must be processed in the same fiscal year in which the coursework is completed.

ARTICLE XX: DIRECT DEPOSIT

All adjunct faculty members covered by this agreement are required to complete and sign the direct deposit authorization form, including a canceled check, and remit the completed information to the Payroll Office within 30 days of meeting eligibility requirements as defined in Recognition.

ARTICLE XXI: COMPENSATION

Adjunct faculty shall be compensated in accordance with the following schedule:

WCC Credit Adjunct Salary Schedule Academic Year 2026-2027

Compensation per Load Hour	**Tier 1**	**Tier 2**	**Tier 3**
Academic & Professional Credentials	**Minimum Qualifications to Teach (MQTT) assigned course**	**MQTT + AQMP or One degree** above MQTT**	**One degree above MQTT + AQMP***
Fall 2026 – Summer 2027	$1166	$1224	$1286

*For Academic Year 2026-2027, all Adjunct Faculty remain at Tier Level as of July 2026.

WCC Credit Adjunct Salary Schedule Academic Year 2027-2029

Compensation per Load Hour	**Tier 1**	**Tier 2**	**Tier 3**
Academic & Professional Credentials	**Minimum Qualifications to Teach (MQTT) assigned course**	**Completion of College-Designated Professional Development Certificate* OR One degree above MQTT**	**One degree above MQTT + Completion of College-Designated Professional Development Certificate***
Fall 2027 – Summer 2028	$1201	$1261	$1325
Fall 2028 – Summer 2029	$1237	$1299	$1365

*Paid for by Waubonsee Community College

Note: Documentation of additional credentials must be received by Human Resources by July 30th, for application in fall, and by November 30th, for application in spring, to be placed at the next tier on the compensation scale for the following semester.

Other Pays	**Fall 2026 – Summer 2029**
Course Section Cancellation Stipend	$185.00
Mandatory Training, Non-teaching Assignments, and Faculty Professional Development per Clock Hour	$50.00
Substitute Pay per Clock Hour	$60.00
Allied Health Clinical per Clock Hour	$60.00
ADN Clinical per Clock Hour	$70.00
Performance Pay	$120.00
Non-Performance Pay	$60.00
Applied Lessons	$60.00

ARTICLE XXII: COURSE SELECTION CANCELLATION STIPEND

If, within six (6) calendar days before the first day of the class, an adjunct faculty member's tentatively assigned course section is canceled or reassigned by the College, and no replacement class that falls within the adjunct faculty member's ACA availability is offered to the adjunct faculty member, the College will pay the adjunct faculty member a one-time stipend of $185 for each canceled section.

ARTICLE XXIII: NO-STRIKE PLEDGE

Both the Board and the WCCAFA affirm and accept the principle of good faith collective bargaining and that any and all differences shall be resolved by peaceful and appropriate means without interruption of the College program, services or operations. The WCCAFA therefore agrees that it will not instigate, engage in, support, encourage, or condone any picketing, protesting, strike, work stoppage, or other refusal to perform work by the adjunct faculty members covered by this Agreement during the entire term of this Agreement.

ARTICLE XXIV: CONFORMITY TO LAW/SAVINGS CLAUSE

If any provision of the Agreement is or shall at any time be contrary to or unauthorized by law, then such provisions shall not be applicable or performed or enforced except to the extent permitted by law. In the event that any provision of the Agreement is or shall at any time be contrary to law, all other provisions of the Agreement shall continue in effect. In such event, the parties shall, upon the agreement of both parties, commence good faith bargaining over possible replacement language for the invalidated section, sub-section or portion of this Agreement.

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AGREEMENT

Entered into and between the Board of Community College District No. 516, Counties of Kane, Kendall, DeKalb, LaSalle, and Will, State of Illinois, and the Waubonsee Community College Adjunct Faculty Association – Credit as collective bargaining agent for those faculty members in the bargaining unit described in Article I, hereof, for the period August 16, 2026 through August 15, 2029.

In witness thereof:

For the Board of Trustees
Waubonsee Community College

Chair, Board of Trustees

8-19-26
Date

Secretary, Board of Trustees

Date

For the Adjunct Faculty Association – Credit, IEA-NEA
Waubonsee Community College

Signed by:
Clarice Foland
5BF54D4B7762420...
Adjunct Faculty Association – Credit President
President

8/18/2026
Date

Signed by:
Carrie Medlam
DFFA68556EF44F9...
Adjunct Faculty Association – Credit Vice

8/19/2026
Date