

On the Horizon: www.huctw.org

At long last! Many of you have been asking where our union website is and we have had to say, "We're working on it, really!" The HUCTW Executive Board and Organizing Staff are happy to report that within weeks we will implement our first (and "under construction") website. We look forward to providing much needed information to the community and we will welcome your feedback. We also appreciate your patience while we developed content and the skill to put the content into user-friendly information architecture. Thank you to Executive Board member Alex Chisholm for her writing and web design and to dozens of union members who made suggestions!

November Salary Increases

Just a reminder about our increase program: effective November 15 we will see a salary increase totaling 4.5% for a typical union member. It will be reflected in our Nov. 26 paycheck. The raise is a structural increase of 2%, plus progression. For most support staff who have worked at the University for at least one year, progression—a dollar amount specific to each grade—will equal about 2.5% of salary. For staff here between six months and a year on November 15, the progression amount is half. Here's how to calculate your own exact increase: multiply your current salary by 1.02, then add the progression amount which corresponds to your grade and hours worked. To calculate your percent of salary growth, subtract the current salary from the new salary and divide the difference by the current salary and call if you have questions.

Grade	35 hours	37.5 hours	40 hours
47	\$ 885	\$ 948	\$ 1011
48	941	1008	1075
49	975	1045	1114
50	1037	1111	1185
51	829	888	947
52	897	961	1025
53	975	1045	1114
54	1056	1131	1207
55	1146	1228	1310

Rental Housing Transition Loan Program Begins

In the 2004 contract negotiations with the University HUCTW leaders emphasized the need for help with transitioning from one rental situation to another. Help is now available through the Harvard University Employees Credit Union (HUECU). HUECU will provide a no-interest loan to any HUCTW member with such a need. The loan can be used to pay security deposits, first and last month's rent, realtor's fees and moving expenses.

The maximum loan amount in this first year of the program will be \$2,500. Payments to HUECU will be by payroll deduction over one year (divided into our 26 pay periods), though members may choose to pay the loan off earlier, if they wish, or if they leave the University. Any final balance, in the latter case, would be deducted from the last paycheck.

Rental loan, cont'd

In order to participate, you need to be a member of the HUECU (\$25 minimum deposit) and pay a small (\$10) processing fee. You will be asked to sign a simple affidavit verifying that the funds are for abovementioned expenses and that you are a member of the HUCTW bargaining unit eligible to participate in this negotiated benefit. Affidavits will be available at the HUCTW office and all HUECU branches. HUCTW officials will verify eligibility before HUECU can process your loan application. This simple form also authorizes payroll deduction.

If you have other questions about the No-Interest Rental Housing Transition Loan, please contact: Adrienne Landau, President, HUCTW 617-661-8289 adrienne@huctw.org Cyndi DaCosta, Consumer Loan Mgr, HUECU 617-496-3539 cindy_dacosta@harvard.edu

We hope to hear from you directly about your experience with the Rental Transition Loan Program—please tell us how it goes!

New Teen Enrichment Benefit from the Union

HUCTW and Harvard agreed in our new contract to establish a program giving financial assistance with enrichment for our teenage dependents. The new program will offer financial awards to eligible staff who have a child age 15 to 18 participating in an academic enrichment program such as tutoring, test prep courses or college prep classes. We negotiated this benefit because we recognize that our children will need a college education to be prepared for the workplace of the future. Academic enrichment programs in the teenage years can be an important part of preparation for success in college education. Please watch for a postcard opening the application process in the very near future.

T-Passes Now Pre-Tax

Harvard employees with internet access can register online to participate in the pre-tax T-Pass Program! Once we register and provide our home address and permission to payroll deduct, our T-pass charges come out of our pay before taxes are applied, thereby reducing taxable income and saving money. The passes for November were already mailed to home addresses, so the program appears to be working already. If you have any problems with the T-Pass program, please contact Commuter Choice at 617-384-RIDE (7433) www.commuterchoice.harvard.edu

HUCTW Education Fund Update

Speaking of online: Union Education Fund applications are now available on HARV|IE, Harvard's intranet (www.atwork.harvard.edu). Use your PIN to enter and follow the path below:

Home > Learning at Harvard > Education

Assistance Programs > Education Assistance Fund If you are a member of the Harvard Union of Clerical and Technical Workers (HUCTW), please refer to these three documents:

- * HUCTW Education Fund Application Guidelines
- * FAQ's by HUCTW Ed Fund Applicants
- * HUCTW Education Fund Application form

Thank you, HARV|IE!

AFSCME and AFL-CIO Scholarships

As many of you know, our parent Union—the American Federation of State, County and Municipal Employees—offers a range of scholarships for members and/or our families. For those of you with internet access, please visit www.afscme.org (About AFSCME: Scholarships). If you do not have internet, please call our office (617-661-8289) and we'll send you the information. The selected information listed below can be found on the AFSCME website, and link directly to details.

<u>Scholarship</u>	<u>Application Opens</u>	<u>Deadline</u>
AFSCME Family Scholarship	August 1	December 31, Winner announced 3/31
Union Plus Scholarship	September 15	January 31, Winners announced 5/31
Jerry Clark Memorial Scholarship	March 15	July 1, Winner announced 8/1
Joey Parisi Memorial Scholarship	See annual scholarship posting for dates	
Nadra Floyd Memorial Scholarship	See annual scholarship posting for dates	

Union Plus National Labor College Scholarship: Contact the George Meany Office of Student Services at 301-431-5404 for details.

There are other web links on the AFSCME website where you can find additional information on colleges, universities, scholarships, and student loans.

We Can Cure Cancer

This issue of HUCTW News went to press after the Mass AFL-CIO/UMass Medical School/UMass Memorial Health Care's Sixth Annual Walk to Cure Cancer, but it's not too late to support the research that's done at the Massachusetts AFL-CIO Cancer Research Center. Members of our sister union in Worcester—SHARE/AFSCME—work in the Center, fyi. Checks can be made out to: Walk to Cure Cancer, UMass Memorial Foundation, PO Box 2795, Worcester, MA 01613-9935.

Please Make Wise Benefits Choices

Let's talk Long Term Disability (LTD) insurance. While we are eligible for short term disability program (STD) for free, LTD is a voluntary benefit that costs just a few dollars per pay period. STD provides salary replacement within the first six months of an illness or disabling condition. We strongly advise you to elect to spend the few dollars per month for this important LTD coverage if you do not currently carry it. If you are ever disabled for longer than six months, it can replace 60% of your salary.

A Friend and Colleague Remembered

Sadly, Benefits Services Group staff member Paul Zizzo passed away unexpectedly in August. A standing-room only service was held by the University for Paul's family and friends at the Memorial Church. It was clear from the stories that Paul helped thousands of Harvard employees during his tenure as a Senior Benefits Consultant. He provided new employees at the University with their benefits information, led entertaining and unintimidating seminars on investing through the retirement programs and walked many through the retirement process. Union leaders knew that HUCTW members could meet with Paul to have their questions answered and their fears quelled. He unbegrudgingly went above and beyond to help any and all. His passing is a great loss to the Harvard community.

Important Union Elections December 6

A Notice of Election has been mailed to you at your home address. Nominations for officers, executive board and union representatives will be open from November 4-19. Please keep your notice of election and any companion materials so that you can vote at the most convenient time and location...and be an informed voter on December 6th.

And, Happy Thanksgiving!



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University Mail