

How do part-time faculty apply for unemployment benefits?

On your first day of unemployment, i.e., immediately after your last final, visit the Employment Development Department Web site at www.edd.ca.gov if you wish to apply online. Don't wait until the end of the semester, as payments will only go back to the first day of application. There is, however, a one-week unpaid waiting period for each benefit year, which begins with the date of filing for benefits and ends one calendar year later.

Follow the steps on the EDD Web site to fill out the application for unemployment benefits. There is a comment section at the end of the form. It will be helpful if you mention in this section that you are a part-time temporary community college instructor and that your employment with the district is contingent on funding, enrollment and not being bumped by a full-timer trying to make load. After you have submitted your form, depending on the answers you provided, you may be given an appointment date and time, and an EDD staff person will contact you by telephone. You must make yourself available for this appointment. If you are interviewed by phone, emphasize to the interviewer that you are willing and physically able to work and are actively seeking work appropriate to your skills and training. You are not expected to look for a job outside of your regular line of work until after a few months have elapsed and you have still not found the work you are trained for and qualified to do. It's good to keep brief records of your job search, for example, reviewing advertisements in newspapers, professional journals, the Personnel Office at 1919 Spanos Court, and writing and telephoning specific institutions. Repeat to the interviewer the mantra, "I am a part-time temporary community college instructor and I do not have reasonable assurance of employment from one semester to another because any offer of employment I may receive is contingent on funding and enrollment."

If you are planning to be out of town for any amount of time over the semester recess, whether between fall and spring semesters or during the summer recess, EDD will consider that as being unavailable for employment and, therefore, will deny you benefits.

If your claim is denied, you should file an appeal after you have received the denial in writing. You may file your appeal on an official appeal form, available online or at the EDD office, or you may write your appeal on ordinary stationery. Include your social security number. The following is an example of an appeal:

I wish to appeal the determination to deny benefits on the following grounds: I am a part-time, temporary hourly employee. Any assignment I may receive is contingent on funding, enrollment, and program changes; consequently, as a temporary employee without an actual or implied contract, I do not have reasonable assurance of continued employment and am eligible for unemployment benefits. The Cervisi decision is controlling in this situation. LRCFT, AFT Local 2279, will represent me in the appeal.

There is a deadline for the appeal: you must file within 20 calendar days after the *mailing date* of the denial notice. When the appeal is filed, EDD must make a re-determination (and pay benefits) or process the appeal.

If you have any questions about unemployment benefits or the appeal process, you may contact Robert Perrone at the LRCFT office at 448-2452. Do call the office to inform us of the date of your appeal hearing.