

CHAFFEY COMMUNITY COLLEGE DISTRICT MEMORANDUM OF UNDERSTANDING

REGARDING COLA for the 2020-2023 CBA

This Memorandum of Understanding is made by and between the Chaffey Community College District ("District") and the Chaffey College Faculty Association ("CCFA") regarding changes to the full-time salary schedule and hourly compensation schedule and other sections of the 2020-2023 Collective Bargaining Agreement ("CBA").

1. All faculty who were employed in July 2022 and/or are employed for Fall 2022 will receive \$300 in one-time Covid-19-related compensation for additional preparation associated with increased face-to-face instruction. Compensation to be received no later than November 2022.
2. Both CCFA and the District bargained the 2020-2023 Contract in good faith based on the information available regarding the state budget at the time. Per Article 21, the CCFA and District teams agreed to evaluate average percentage salary increases to inform potential changes to on or off-schedule compensation for full and part-time faculty. During this review, the Governor's Office determined a 6.56% COLA increase. All other employee groups received this increase plus 1%, and since this increase was greater than the benchmark average increase, CCFA and the District agreed to a 7.56% (6.56% plus 1%) increase in order to align with District-wide compensation.

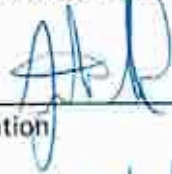
The District will apply this increase uniformly to the full-time salary schedule (steps and columns) as well as the hourly compensation schedule for lecture, lab, and instructional support rates of pay. Increases to hourly rates of pay will be rounded up to the nearest tenth (first decimal place). The compensation adjustment will begin August 1, 2022. Salary schedule adjustments to be implemented no later than December 2022.

3. The District and CCFA, in order to improve student retention rates, have agreed to the following:
 - The District and CCFA agree that "office hours" are a time for faculty to provide service to students by promoting their success in classes, supporting them through career and transfer advising, encouraging their learning, and engaging in other campus-related business.
 - Faculty will conduct their online office hours utilizing a District-supported video-conference tool (e.g. Cranium Café, Zoom). Faculty will provide students and the dean's office with a link identifying when they will be available on camera for students during their specified office time in a Canvas announcement. Part-time faculty who require a camera in order to video-conference can request one from the dean.
 - Within the first week of instruction, faculty will reach out to students who are absent or have not logged in on the first day of class meetings and urge them to attend/log-in and participate in class.
 - Faculty will include a statement in their syllabi encouraging students to speak to the instructor before dropping a class.

- Faculty agree to publish, no later than the first day of instruction based on the academic calendar, and maintain a course shell in the District learning management system for all assigned classes that includes an electronic copy of the syllabus, an up-to-date gradebook, and information about how office hours (if applicable) will be conducted and times of availability. For this purpose, District-sponsored certification for Distance Education Instruction is not required for face-to-face classes (non-distance education), though it is recommended.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding this ____ day of _____, 2022.

Chaffey College Faculty Association

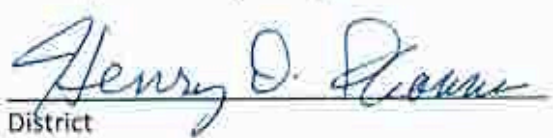


Association

9/1/22

Date

Chaffey Community College District



District

9/7/22

Date