

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
AND  
CHABOT-LAS POSITAS FACULTY ASSOCIATION


May 28, 2024

The District and Faculty Association agree to modify the language to Article 18B.1(f) of the Agreement:

**f. Assignment Preference and Availability Form**

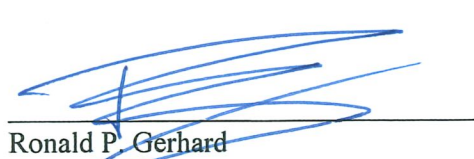
Part-time unit members shall complete an Assignment Preference and Availability form each year for the subsequent Academic Year. The Assignment Preference and Availability form shall be emailed via campus email no later than the first week in ~~December~~ October by their appropriate Administrator's Office. In the event that the Part-time Faculty member is hired after the first week in ~~December~~ October, he/she shall be given the opportunity to submit an Assignment Preference and Availability form on the first Friday of November, or within two (2) weeks of hire, whichever is later, pursuant to this Article. The Assignment Preference and Availability form shall request Part-time unit members to indicate their interest and availability for a(n) assignment(s) each Semester or Inter-session or Summer Session consistent with Article 18C.3. The Assignment Preference and Availability form shall be provided in the form of a fillable PDF document, either from the Office of the Dean for their respective Division, or by the Part-time unit member acquiring the document on their own. The Part-time unit member shall return the form to his/her appropriate Administrator's Office, via campus email, no later than the first Friday ~~after the start of Spring Semester~~ of November, to be considered for assignments for the immediately following Summer Sessions and Academic Year. In the event a Part-time unit member does not submit a preference form by the established deadline, that Part-time unit member risks losing his/her seniority preference when classes are assigned. See Appendix: Assignment Preference and Availability form: Part-time Faculty.

Signed and entered this 28<sup>th</sup> day of May, 2024



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David D. Fouquet  
President, Chabot-Las Positas  
Faculty Association



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Ronald P. Gerhard  
Chancellor, Chabot-Las Positas  
Community College District