

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

December 5, 2008

The District and the Faculty Association agree to the following changes in the Agreement between the District and the Faculty Association to be effective Fall 2009.

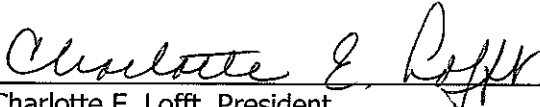
10C.3 Alternative Duty

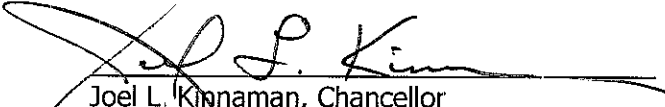
An alternative duty assignment shall be any assignment of duties which are not part of the conventional faculty assignments as instructors, counselors, or librarians. Alternative duty assignments shall be on the basis of 2.5 weekly hours per one (1) CAH. Alternative duty assignments are college and unit specific.

Alternative duty assignments which include four (4) or more CAH per semester shall be made on the following basis.

- a. Reopening the opportunity to perform these tasks every three (3) years unless the FA and District agree to the length of the assignment with the understanding that one unit member cannot serve in an alternative duty assignment for more than (3) academic years without reapplying.
- b. Notification of available positions shall be announced by October 1, with an application deadline of October 31. A single list for each college will be coordinated and sent out from the Office of Academic Services that includes a list of all assignments and assignment descriptions. If new alternative duty opportunities become available mid-year, the Division Dean or appropriate administrator will follow the process outline in this MOU and adjust dates as appropriate.
- c. The appointment to any assignment shall be through the use of a posted assignment description and internal review committee which will make its recommendation to the division dean or the appropriate administrator. The Division Dean or appropriate administrator will coordinate the process. The assignment description will include a statement of assigned duties, responsibilities, expectations, and qualifications. The posted assignment description shall be distributed via email, faculty mailboxes, and a hardcopy posted in Division offices and other appropriate locations on campus.
- d. The internal review committee will be comprised of two faculty representative(s) from appropriate or related discipline(s), one representative from the Academic Senate, and one representative from the Faculty Association, and a Dean or other appropriate administrator. The internal review committee shall give serious consideration to "rotating" the alternative duty assignment to other qualified candidates.
- e. Unit members shall be evaluated on their Alternative Duty assignments by the negotiated form for this purpose (see Appendix TBD).

Signed and entered into this 15th day of December, 2008


Charlotte E. Lofft, President
Chabot-Las Positas Faculty Association


Joel L. Kinnaman, Chancellor
Chabot-Las Positas Community College District