

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

December 15, 2008

The District and the Faculty Association agree to the following changes in the Agreement between the District and the Faculty Association.

Article 1C.1.d. Change to state:

Part-Time (Adjunct) Faculty are untenured, non-tenure track instructors, who, effective January 2009, teach 67 percent or less of a full-time load during an academic term, and are paid in accordance with the Schedule of Part-time Service Rates Schedule (Article 21C.1b and 21G).

Sixty-seven percent (67%) of a full time load is 10.05 CAH or equivalent.

Article 18C.2 Change to state:

18C.2 Additional Assignments

Effective January 2009, once course assignments have been made to all Contract and Regular full-time unit members, and before new Part-time (Adjunct) unit members may be hired, the District will whenever possible offer Part-time (Adjunct) unit members additional assignments until they achieve sixty-seven percent (67%) of a full time workload within their discipline according to Sections 18B.1 and 18B.2

Sixty-seven percent (67%) of a full time load is 10.05 CAH or equivalent.

Article 18B.1g. Change to state:

g. Part-Time (Adjunct) Unit Member Assignment Guidelines

Effective January 2009, Part-time (Adjunct) unit members shall be offered an assignment of maximum load requested, up to 67% (10.05 CAH or equivalent) that is workable within the constraints of the assignments available, in order of seniority before the next senior Part-time (Adjunct) unit member receives his or her assignment. Offers of assignment may be made in person, or via the unit member's home or off-campus work phone (if provided), or the US Mail. The process shall continue until all Part-time (Adjunct) assignments have been distributed. The unit member has the right to decline any or part of the offered assignment without penalty.

1. Part-time (Adjunct) unit members have ten (10) calendar days to sign and return the class offering(s) assignment. At the time assignments are made, the most current Seniority List will apply.
2. If a course of instruction, or counselor, librarian, or other assignments become available after the procedure for making assignments has begun, these shall be

assigned to unit members, taking into account program needs, in the exact manner and order described in Section 18B.1e above. When assignments are made from the Seniority List in this circumstance, the offering of the assignments will start with the most senior Part-time (Adjunct) instructor who has less than a 67% load already assigned. No unit members—Contract, Regular, Temporary or Part-Time (Adjunct)—are allowed to change or modify their original assignment when taking new assignments under this circumstance. At the time assignments are made, the most current Seniority List will apply.

Sections in Article 18J. Change to state:

18J.1 67% Law Limit on Assignments

Effective January 2009, Part-time (Adjunct) unit members shall be limited to assignments totaling no more than sixty-seven percent (67%) of a full-time (100%) workload in any semester. This load limit is computed in terms of Computed A Hours per week. Summer Session, Inter-session and office hours are excluded from the calculation.

18J.2 67% Law Exceptions

Under the provisions of Education Code section 87482, a Part-time (Adjunct) unit member may be assigned to teach more than a 67% of full-time workload limit in any one semester, classified with Temporary status, so long as such assignments are limited to no more than two semesters within any period of three consecutive years.

18J.3 67% Law Exclusions

Paid participation by Part-time (Adjunct) unit members in evaluations, staff development activities, committee work, class substitution in any class for which the unit member is not the instructor of record, or any other service of an occasional nature shall not count toward the load limit as stated in Section 18J.1.

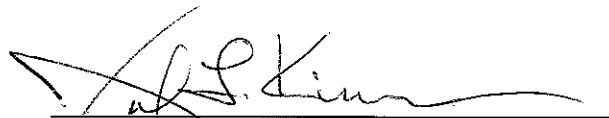
18J.6 Part-Time Office Hours Syllabus Requirement and 67% Law Exclusion

All Part-time (Adjunct) unit members who elect to take a paid office hour must state the time and place of the office hour in the appropriate course syllabus which shall be on file in the appropriate division office. It is understood that office hours for Part-time (Adjunct) unit members do not count in the sixty percent (67%) calculation of maximum workload defined in Sections 18J.1 and 18J.2

Signed and entered into this 15TH day of December, 2008.



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



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