

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CERRITOS COMMUNITY COLLEGE DISTRICT AND
THE CERRITOS COLLEGE FACULTY FEDERATION (Local 6215, CFT/AFT, AFL-CO)**

Part Time Office Hours

The parties agree to this Memorandum of Understanding (MOU) regarding article 14.1 (d) Office Hours: Part-time Classroom Faculty of the 2018-2021 CBA. The parties also agree that this MOU expires June 30, 2021.

Article 14.1 (d) indicates maximum number of office hours to be held by part-time faculty teaching courses one and more units per semester.

The college currently offer courses of 0.5 unit value.

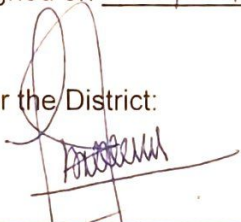
Parties agree that starting the second 9-Week Session of Spring 2020, part-time faculty teaching courses with 0.5 value, may hold up to one office hour per semester.

These office hour will be paid at \$50.00 per hour.

Part-time faculty will inform their division dean, or appropriate administrator, prior to the first week of classes, if they wish to hold an office hour that semester.

Signed on 3/13/2020

For the District:




Dr. Adriana Flores-Church
Vice President of Human Resources

Signed on 3/13/2020

For the Cerritos College Faculty Federation:



Jay Elarcosa
Chief Negotiations Officer/Co-President



Dr. Bobbi-Lee Smart
Co-President

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CERRITOS COMMUNITY COLLEGE DISTRICT AND THE CERRITOS COLLEGE
FACULTY FEDERATION (Local 6215, CFT/AFT, AFL-CO)

Emergency Operations Plan Mandated Training

The Cerritos Community College District (District) and the Cerritos College Faculty Federation (AFT Local 6215) (CCFF), enter into this MOU pursuant the Educational Employment Relations Act and the Collective Bargaining Agreement effective between the Parties, to resolve the impacts and effects of Emergency Operations Plan mandated training and agree as follows:

RECITALS

- Pursuant to the California Emergency Services Act, California Government Code Section 3100-3109, BP and AP 3505, and Article 38.2 of the 2018-2021 CCFF Agreement, District employees are disaster service workers, and are required to aid in the response and recovery phases of a disaster or emergency, including approved and documented training necessary or proper to engage in such activities.
- The Board of Trustees has selected the West Coast Consulting Group, Inc., to develop the new Emergency Operations Plan (EOP) and to conduct the mandatory training online.
- Attached to this MOU, as "Attachment A," is a mass communication intended to be sent to all CCFF bargaining unit employees. The District and CCFF have met and conferred regarding the content of the communication, and agree that the communication shall be sent to CCFF members as soon as possible in order to encourage participation in the first available window period.
- All CCFF employees are required to take the basic training, which consist of NIMS, SEMS, and ICS. West Coast Consulting has consolidated the training to require less than two hours to complete. The West Coast Group Online Classroom system is available to employees during periods set by West Coast.
 - The spring window period is available now, and ends March 4, 2020.
 - The fall training period shall be from September 14, 2020 to October 15, 2020.

AGREEMENT

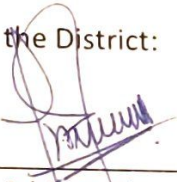
The parties agree as follows:

- Two hours of flex credit are available to full-time faculty to complete the mandated training.

- Part-time faculty shall complete the mandated training, and will receive two hours at the ancillary rate of \$30.00 per hour. (Article 8.2(d).)
- Employees who do not complete the condensed two-hour mandatory training during the stated window periods will be required to complete the training via Keenan Safe Colleges by December 31, 2020. The NIMS, SEMS, and ICS training via Keenan Safe Colleges is approximately nine hours.
- Failure to complete the mandatory training by December 31, 2020, will place the employee on an unpaid leave of absence until the training is completed as required by law.

The undersigned parties represent that they have read and understand the terms of this memorandum of understanding and that they are authorized to execute it. This MOU shall resolve any impacts or effects of the District's training requirement and related communications.

For the District:



Dr. Adriana Flores-Church
 Vice President of Human Resources
 Date: 2/20/2020

For CCFE



Jay Elarcosa
 Chief Negotiations Officer/Co-President
 Date: 20 FEB 2020



Dr. Bobbi-Lee Smart
 CCFE Co-President
 Date: 2/20/2020