

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE CERRITOS COMMUNITY COLLEGE DISTRICT AND**  
**THE CERRITOS COLLEGE FACULTY FEDERATION (Local 6215, CFT/AFT, AFL-CO)**  
**District changes 8/23/18**  
Use of Part Time Seniority List in Scheduling

The parties agree to this Memorandum of Understanding (MOU) regarding use of the part time seniority list in scheduling as it applies to the timing of rehire rights status described in Article 13. This MOU becomes effective when signed by the representatives listed below through the end of Spring 2019.

Department chairs schedule in advance using the seniority list that is valid at the time of scheduling. Lists are updated according to the provisions of Article 13 and when department chairs receive performance evaluation information. If a part time faculty member receives/loses rehire rights, the new status on the seniority list applies to the immediate scheduling taking place right after the change in his/her rehire status.

For example, if a part time faculty member is placed on the seniority list in the spring 2018 and the schedule for the fall 2018 has already been done, the updated status is then applied to the scheduling that takes place in fall 2018. The part time scheduling that takes place fall 2018 may be for spring 2019. Thus, if the part time faculty has already received a schedule for fall 2018 then the schedule is not changed unless the faculty member receives a less than satisfactory evaluation.

**Less than Satisfactory Evaluation**

If the part time faculty member receives a “needs improvement” spring 2018, for example, then the remediation plan process (see below) will apply to the fall 2018, or the next time the part time faculty member is scheduled to teach a class or is given an assignment (not to include summer), without a change to the part time faculty members schedule. If the part time faculty member does not meet the terms of remediation, then classes assigned for the subsequent semester shall be revoked.

In the event an “unsatisfactory” evaluation is received spring 2018, all offered classes will be revoked immediately.

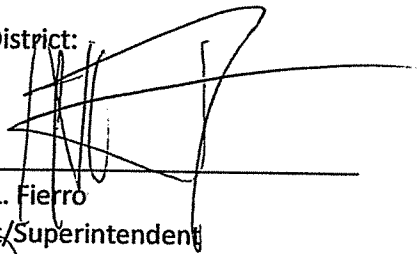
**Remediation Process**

A part time faculty member who receives an overall “needs improvement” review shall be provided by the Peer Review team with recommendations and reasonable assistance for improvement. If the overall rating is “needs improvement,” the Peer Review team will create and forward a remediation plan to the appropriate Dean for review and approval. The Peer Review team finalizes the remediation plan and presents the plan to evaluatee. A remediation review to assess the performance of the faculty member shall be conducted the next time the

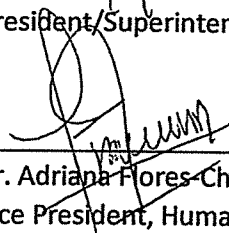
evaluatee is assigned a class or is given an assignment (counselors and librarians). The remediation review shall be conducted by the same evaluators of the original review and one additional evaluator not on the original team. The additional evaluator will be proposed by the evaluatee within 10 business days of receiving the remediation plan. The Dean shall approve the additional evaluator. If no additional evaluator is proposed by the evaluatee, the Dean will appoint one.

Signed on 8/23/18

For the District:

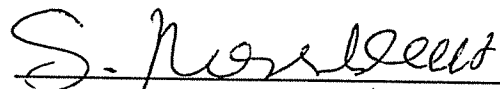
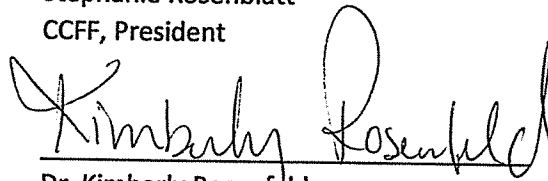


Dr. Jose L. Fierro  
President/ Superintendent



Dr. Adriana Flores-Church  
Vice President, Human Resources

For the Cerritos College Faculty Federation:

  
Stephanie Rosenblatt  
CCFF, President  
Dr. Kimberly Rosenfeld  
CCFF, Chief Negotiator