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**Memorandum of Understanding  
Cerritos College Faculty Federation, AFT Local 6215 and  
the Cerritos Community College District**

**Academic Calendar & Faculty Flex Time Obligations**

13 This Memorandum of Understanding (“MOU”) is entered into by and between the Cerritos College  
14 Faculty Federation, AFT Local 6215 (“Federation”) and the Cerritos Community College District  
15 (“District”), herein collectively referred to as the “parties.”

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**Faculty FLEX Obligation**

29 The Parties acknowledge and understand that a past practice has existed at the District with  
30 respect to the “FLEX obligation,” which was understood to encompass a twenty-five (25) hour  
31 annual FLEX requirement for 10-month faculty, and which has existed at the District since prior  
32 to the recognition of the Federation. However, the purpose of this MOU is to address the perceived  
33 discrepancy between the CBA and number of days worked by 10-month Faculty as discussed  
34 with the Academic Calendar Committee, and to formally negotiate and codify the Faculty FLEX  
35 obligation included in the 2021-2024 Collective Bargaining Agreement (CBA).

36 As indicated in Article 4.1.1 of the CBA, 10-month faculty are defined to serve a 175-calendar day  
37 year, and as indicated in Article 4.1.2 full-time faculty employment is predicated on a forty (40)-  
38 hour work week.

39 The undersigned parties agree and acknowledge the following:

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1. Article 7.3 of the CBA shall be modified to read as follows:

7.3 The Academic Calendar shall be developed a minimum of three Academic  
years in advance, but the Committee, and the parties’ negotiating teams,  
when necessary, shall meet each academic year to ensure a continuous  
three year Academic Calendar. If the Committee is unable to reach an  
agreement, the guidelines set forth in section 7.2 above shall apply.

7.4 **The Academic Calendar will consist of a total of 175 days of  
Instruction, which includes flex. The Academic Calendar will consist  
of 175 calendar days per section 4.1.1.(a), including 172 days of  
instruction and three (3) days of faculty FLEX obligation.**

2. This modification is intended to be effective on July 1, 2023, while FLEX activity for the  
2022-2023 Academic Year shall be completed as specified below.

46 **FLEX Obligation 2022-2023**

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- 48 1. The parties agree that for this academic calendar year, 10-School-Month-Faculty shall be
- 49 responsible for completing twelve (12) hours of flexible activity for the 2022-2023
- 50 Academic School Year to meet 175-day contractual obligation.
- 51
- 52 2. 10-Month-School-Faculty who have completed more than twelve (12) hours of flexible
- 53 activity for the 2022-2023 Academic School Year shall have all hours in excess of the
- 54 twelve (12) hours rolled over and counted toward the Flex Time Obligation for the 2023-
- 55 2024 academic year. All flexible activity, which includes individual FLEX Proposals, in
- 56 excess of twelve (12) hours must have been completed and reported on CornerStone by
- 57 11:59 pm on June 30, 2023.
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59 **Approval of Subsequent Academic Calendars**

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- 61 1. On October 10, 2022, the parties agreed to toll the timelines for the establishment and
- 62 approval of the 2024-2025, 2025-2026, and 2026-2027 academic calendars, as well as a
- 63 possible revision of the 2023-2024 academic calendar previously approved by the Board
- 64 of Trustees on September 1, 2021.
- 65
- 66 2. The parties have met and negotiated, pursuant to the terms of Article 7 of the 2021-2024
- 67 CBA, regarding the apparent concerns articulated about the aforementioned calendars,
- 68 and have entered into this memorandum of understanding to address those concerns.
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- 70 3. By execution of this MOU, the parties agree that the 2024-2025, 2025-2026, and 2026-
- 71 2027 academic calendars shall be remanded to the Calendar Committee for development
- 72 and completion, which shall be approved and advanced for recommendation to the Board
- 73 of Trustees.
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- 75 4. By execution of this MOU, the parties agree that the 2023-2024 academic calendar shall
- 76 be revised/amended to conform with the agreed upon changes in Article 7.3, as discussed
- 77 herein.
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79 The Parties agree that additional discussions and negotiations concerning the definitions and

80 parameters for faculty FLEX obligations shall remain ongoing and active. However, as to the

81 overall structure and composition of the Academic Calendar, this MOU shall clarify and interpret

82 the aforementioned provisions of the 2021-2024 Collective Bargaining Agreement, shall be

83 effective immediately following approval by the undersigned parties, and shall continue in effect

84 for the remaining term of the 2021-2024 Collective Bargaining Agreement, or until such time as

85 the material terms of a successor agreement may affirm, modify, or rescind the provisions of this

86 MOU.

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For the District:



Mercedes Gutierrez (Feb 8, 2023 12:49 PST)

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Dr. Mercedes Gutierrez  
Vice-President, Human Resources/  
Assistant Superintendent

For the Cerritos College Faculty Federation  
AFT Local 6215:



April Bracamontes (Feb 10, 2023 14:54 PST)

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Dr. April Bracamontes  
CCFF/Lead Negotiator



Lynn Wang (Feb 10, 2023 14:06 PST)

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Dr. Lynn Wang  
CCFF President












# MOU-AcadCalendar&FLEX 2023-02-08

Final Audit Report

2023-02-10

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By:	Joshua Taylor (jtaylor@ericksonlaw.com)
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