

MEMORANDUM OF UNDERSTANDING
 BETWEEN THE
 CSEA AND ITS ALLAN HANCOCK COLLEGE CHAPTER #251
 AND THE
 ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT

May 26, 2017

The following reflects the full and complete agreement of the California School Employees Association and its Allan Hancock Community College Chapter #251 (hereinafter "Association") and Allan Hancock Joint Community College District (hereinafter "College") regarding the revised timeline of the Classification and Reclassification process in the collective bargaining agreement (Article 17).

For the 2017-2018 school year, the deadline and steps for the classification and reclassification process are as follows:

Date	Event
July 1st	Notice sent by HR for upcoming application period
July 15 th thru August 30 th	Application Period
August 31st	Reclassification Taskforce members appointed
By September 8 th	Supervisor shall provide feedback on the request
September	Taskforce meets and reviews applications
By September 30th	HR notifies employee and supervisor of decision to approve/deny reclassification
By October 15 th	Appeal resolution recommendation and results sent to employee
By November 2 nd	Employee & supervisor receive copy of revised job description
By January 10 th	Employees approved for reclassification can request a meeting with the Taskforce
January 15 th	HR responds with any recommendations resulting from the employees meeting with the Taskforce
	HR and CSEA meet with the Superintendent/President
February 15 th	The Superintendent/President sends his recommendation to the employees
March	Reclassification recommendations are sent to the Board of Trustees for approval
July 1 st	Reclassification becomes effective

For the Association



Luis E. Flores Gallardo
CSEA Chapter #251 President

5/26/2017

Date

For the District



Kevin G. Walthers
Superintendent/President

5/26/17

Date



Favel Jens
CSEA Labor Relations Representative

5-26-17
Date