

MEMORANDUM OF UNDERSTANDING
between
Allan Hancock Joint Community College District
and
Faculty Association of Allan Hancock College
and
Department Chairs

The parties to this Memorandum of Understanding are the Allan Hancock Joint Community College District ("the District"), and the Faculty Association of Allan Hancock College ("FA") and Department Chairs ("Chairs").

WHEREAS on the July 1, 2014 through June 30, 2017 Agreement Between the District and California Federation of Teachers/Part-Time Faculty Association of Allan Hancock College Local 6185 (CFT/PFA) changed the responsible party for part-time faculty credit assignment evaluations from the dean to the department chair in Article 13.4; and

WHEREAS the change increased the workload for full-time faculty; and

WHEREAS the District and CFT/PFA could not reach agreement to change that language; and

WHEREAS temporary academic employees must be evaluated at least every six semesters per Ed Code Section 87663, "(a) Contract employees shall be evaluated at least once in each academic year. Regular employees shall be evaluated at least once in every three academic years. Temporary employees shall be evaluated within the first year of employment. Thereafter, evaluation shall be at least once every six regular semesters, or once every nine regular quarters, as applicable;" and

WHEREAS the Accrediting Commission of Community and Junior Colleges Standard III.A.8 requires that "An institution with part time and adjunct faculty has employment policies and practices which provide for their orientation, oversight, evaluation, and professional development. The institution provides opportunities for integration of part time and adjunct faculty into the life of the institution;" and

WHEREAS the District and FA have a mutual interest in ensuring that Pool 2 part-time faculty are evaluated in accordance with Education Code and Accreditation Standards;

NOW, THEREFORE, in consideration of the mutual promises, conditions, and representations contained herein, the parties agree as follows:

1. For Academic Year 2017/2018, Departments Chairs will be allocated 13 additional days for a total of 198 days in order to evaluate all Pool 2 faculty who are due for evaluation prior to June 30, 2018 per the provision in Article 13 of the Agreement between the District and CFT/PFA.
2. Department Chairs will perform that work collectively and the distribution of the number of Pool 2 evaluatees will be as equitable as possible.
3. In support of their effort, the District will provide one staff support personnel for this project.

4. If the Chair encounters a problematic evaluation/evaluatee, the expectation is that they may delegate that evaluation up to the appropriate dean.
5. If a signatory Chair retires, resigns or is removed as Chair prior to June 30, 2018, that Chair's additional 13 days (for the 198 day assignment) will be prorated and the remainder may be reassigned by mutual agreement.
6. Co-Chairs will split the thirteen 13 day allocation at 6.5 days each.
7. Nothing in this agreement bestows supervisory responsibilities upon Department Chairs. Supervision over faculty remains with the appropriate administrator.

This Memorandum of Understanding shall be effective upon agreement by the Department Chairs, ratification by the Faculty Association, and approval by the Board of Trustees and will remain in effect through June 30, 2018. The District and FA may mutually agree to negotiate the possible continuance of 198 day assignment for Department Chairs prior to or following the June 30, 2018 end date of this MOU.

**For Faculty Association of
Allan Hancock College**

For the District

Roger H. Hall 3/31/17
 Roger Hall Date
 President

Kevin G. Walthers 3/31/17
 Kevin G. Walthers Date
 Superintendent/President

For Department Chairs

Hector Alvarez 4/5/17
 Hector Alvarez for Counseling Date

Pat McGuire 4/5/17
 Pat McGuire for Industrial Date
 Technology

Al Avila 4/10/17
 Al Avila for Applied Date
 Behavioral Sciences

John Hood 4/5/17
 John Hood for Fine Arts Date
 Communications

Gary Bierly 4/5/17
 Gary Bierly for Social Date
 Sciences

Melinda Nishimori 4/5/17
 Melinda Nishimori for Date
 Languages and
 Communications

Marie Comstock 4/5/17
 Marie Comstock for Business Date
 Education

Chris Stevens 4/5/17
 Department Chair for Health Date
 Sciences

Dom Dal Bello 4/5/17
 Dom Dal Bello for Date
 Mathematics

Chris Stevens 4-17-17
 Chris Stevens for Kinesiology, Date
 Athletics, and Physical
 Education

Julie Knight 4/5/17
Julie Knight for English Date

Kristy Treur 4.11.17
Kristy Treur for Public Safety Date

[Signature] 4/5/17
Department Chair for Life and Physical Sciences Date

V. Tolim 4/5/17