

Memorandum of Understanding

Regarding Chair Reassigned Time & Faculty Schedule LACCD / American Federation of Teachers Los Angeles College Faculty Guild Local 1521

This Memorandum of Understanding (MOU) between the Los Angeles Community College District (hereafter referred to as “the District”) and the Los Angeles College Faculty Guild Local 1521, AFT/AFL-CIO (hereafter referred to as “the AFT”) is entered into and agree to the following:

All components of the 2020 – 2023 Collective Bargaining Agreement (CBA) between the District and the AFT remain in effect unless changes are explicitly agreed to between the parties in this document. Nothing should be considered a precedent to be applied to the existing or future CBAs. This document can be renegotiated upon mutual consent of both the District and the AFT. This MOU shall be implemented as soon as possible with the mutual agreement between the District, administration, and the faculty.

- I. Per Article 17.C, Fall 2021 FTEP determines the 2022-2023 reassigned time for department chairs. The table in Article 17.C will be adjusted for 2022-2023 budget year to reflect a temporary increase of 0.1 FTE reassigned time for department chairs. In addition, chairs for departments with less than 8 FTEP will receive 0.1 FTE reassigned time. This temporary adjustment for 2022-2023 is in consideration of chair workload due to dynamic scheduling needs and chair participation in the mutual commitment of faculty and management to increase student enrollment.

- II. **WORK SCHEDULES:** Students' access, equity, and success will drive the work schedules for Summer 2022, Fall 2022, Winter 2023, Spring 2023, and Summer 2023 semesters for in-person and online services. Barring external program requirements and/or certifications, all nine campuses will schedule according to the demands at each college with the target of capturing maximum student enrollment balanced by the safety needs of students and faculty. All campuses will have a goal of meeting demonstrated student needs, and shall schedule subject to individual campus needs as recommended to the administration by each dept chair. College administration in compliance with Article 13. D. 1. of the Collective Bargaining Agreement (CBA) will provide the chairs with reasonable parameters, including modality parameters, prior to schedule development to ensure on-campus coverage during scheduled hours of operation. As schedules are developed and approved that include in-person, hybrid, or online faculty duty hours, when practicable faculty shall be scheduled in an efficient manner to limit online and-in person assignments on the same day. Notwithstanding identified business needs to keep facilities open and functionally serving students, when performing solely online duty hours, classroom and non-classroom faculty shall not be required to be on campus.

As per Article 17 D.3 “each department chair, proportional to the amount of reassigned time provided, shall ensure availability for required meetings, consultations, and other activities or events where the chair’s presence is essential.”

- III. **IN-PERSON FACULTY SERVICES:** The District will continue to follow Los Angeles County Department of Public Health mandates for masking requirements. In addition following execution of this MOU and again at the start of the Fall 2022 semester, the District will send a mass email describing the benefits of mask wearing and linking to LAC | DPH | Mask Wearing Rules and Recommendations (lacounty.gov) to all students, staff, and faculty. Absent a mandate for masking from the LA County Department of Public Health, faculty members may request that students wear masks in their classroom or in private office spaces. However, students who choose not to wear masks may not be penalized.
- IV. **CLASS SIZE:** Existing Collective Bargaining Agreement (CBA) shall determine class size caps with the following modifications for the 2022-2023 academic year. In-person class caps normally set at forty two (42) will be forty (40). Classes with no other campus specific alternatives and with a minimum of twelve (12) enrollments will not be canceled. No such classes shall be canceled before the end of the 2nd day of the term. If one of these courses is cancelled due to low enrollment, the District shall schedule an additional section of the same course as a hybrid late start course at the same time and day, with additional hours to be arranged in an online asynchronous format so as not to disrupt the student or faculty schedule.

For the District:

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Melinda Nish
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Melinda Nish, Ed.D.
Deputy Chancellor

7/22/2022 | 3:46:28 PM PDT

Date

For the AFT Guild:

DocuSigned by:
A. James McKeever
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A. James McKeever
President for AFT College Faculty Guild, 1521

7/22/2022 | 2:34:34 PM PDT

Date