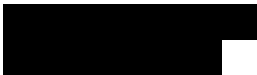



MEMORANDUM OF UNDERSTANDING  
BETWEEN  
Victor Valley Community College District  
AND  
California School Employees Association and its Victor Valley College Chapter 584

**HOURS OF OPERATION AND SHIFTS FOR  
BUILDING 55 EMPLOYEES**

This Memorandum of Understanding (MOU) is entered into by and between Victor Valley Community College District (District) and the California School Employees Association and its Chapter 584 (CSEA). The District and CSEA have met and agreed to the following:

The newly renovated administration building (Building 55) will be opening in April 2022 and will house District administrative offices, instructional administrators and support, and student support offices. In an effort to better serve students, the hours for services offered in Building 55 will be Monday through Thursday, 7:30 a.m. to 9:30 p.m., Friday 8:30 a.m. to 5:00 p.m., and Saturday from 8:00 a.m. to 1:30 p.m., as soon all occupants are moved into the building which is anticipated to be April 11, 2022.

1. As a result of the change to the hours of operation, the following employees have voluntarily agreed to change their regularly assigned schedule to the following two work shifts, which will become effective when Building 55 opens and all occupants are moved into Building 55:
  - a. Monday through Thursday, 7:30 a.m. to 4:00 p.m.; Friday 8:30 a.m. to 5:00 p.m.:  

  - b. Monday through Thursday, 1:00 p.m. to 9:30 p.m.; Friday, 8:30 a.m. to 5:00 p.m.:  

2. Summer schedule: Building 55 employees will be eligible to work a 4/10 schedule as provided for in the collective bargaining agreement.
3. The District shall take all reasonable steps to ensure the safety of classified employees working in Building 55, which may include, but is not limited to, installing a "panic button" near the front reception area, installing cameras on the outside entrance, provide outdoor lights operational until after the last shift ends, and periodic police walkthroughs.
4. For Saturdays, the parties agree the District may provide coverage through any of the methods available in the collective bargaining agreement, including offering overtime or the use of classified specials. Notwithstanding the provisions of Article 13.6, for the purposes of classified specials working in Building 55 on Saturday only, the parties agree that the District may employ classified specials for 5 hours per week.

This MOU shall become effective April 11, 2022, and continue thereafter until modified by written agreement.

The parties agree that this MOU resolves all impacts and effects regarding the opening of Building 55 known as of the date of the signing of this MOU. CSEA reserves the right to bargain additional impacts and effects based upon new facts or circumstances arising after the date of this MOU. The parties further agree that this MOU shall not be used as precedent, nor shall it be used to establish past practice or in any way limit or restrict each parties' right to bargain subjects within the scope of representation under the EERA.

CSEA has advised the District that this Memorandum of Understanding is subject to all approvals required under CSEA Policy 610, as well as the CSEA ratification process. The District has advised CSEA that this Memorandum of Understanding is subject to approval by the Board of Trustees.

March 29, 2022

For CSEA:

*Debbie Peterson*

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Debbie Peterson

*Michele Laveaux*

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Michele Laveaux

*Carlos Martinez*

\_\_\_\_\_  
Carlos Martinez

*Dawn Stoecker*

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Dawn Stoecker, Labor Relations Rep.

For the District:

*D. Walden*

[Daniel Walden \(Mar 30, 2022 16:45 PDT\)](#)

\_\_\_\_\_  
Daniel W. Walden

*[Signature]*