

(VVCFA Counter to District 5/14/2006)
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
TO THE
VICTOR VALLEY COLLEGE FACULTY ASSOCIATION
June 5, 2025

The collective bargaining proposals herein by the Victor Valley Community College District to the Victor Valley College Faculty Association, CTA/NEA Chapter 1169, are made expressly pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement between the parties. The following article shall be deemed to remain unchanged in the Collective Bargaining Agreement except as set forth below:

**ARTICLE 18
VOLUNTARY REASSIGNMENT**

The intent of this article is to allow full-time faculty members equal opportunity to apply to newly created or vacant full-time faculty positions and/or non-instructional positions.

A. Definition of voluntary reassignment: A reassignment is defined as a change from one position to a different position within the bargaining unit.

1. Notice of newly created or vacant full-time faculty position openings: The District shall distribute written notification of position openings, giving specific details of the position(s).
2. Application process: Full-time faculty members may request a voluntary reassignment by submitting a written application for an open position with the Office of Human Resources within seven (7) working days of the initial distribution.
3. Only full-time faculty members meeting the minimum qualifications/equivalency of the position will be considered for reassignment.
4. ~~Once the application has been submitted to the District, the~~ Department ~~members may participate in the selection process~~~~Chair of the~~ ~~program/discipline shall be notified~~ and ~~are encouraged to provide~~ ~~input~~~~shall review the unit member's application and make a~~ ~~recommendation~~ to the Area Administrator ~~or designee~~. Accepted 5/14
5. The Area Administrator or designee has the right to request that the position be opened externally. Unit members can apply externally for the position.

B. Definition of non-instructional assignments:

1. **Grant Collaborators**

~~Each non-instructional grant collaborator position shall be identified in a job description which will include the duties and the number of hours required to complete the assignment. Compensation shall be based on the current hourly/unit rate. Faculty involved in grant writing shall have priority for all non-instructional assignments related to the grants on which they have collaborated. In the event that faculty involved in the grant writing procedures decline the non-instructional~~

~~assignment related to the grant on which they have collaborated, the position will be open to all full-time faculty. Faculty will have ten working days from the day the job is posted to apply via a letter of interest to the appropriate administrator.~~

2. Facilitators

All non-instructional facilitator positions available for the following academic year, as determined by the Vice President of Instruction or designee, will be provided to the Association by March 15 for review. The Association may submit its recommendations for non-instructional facilitators and the justification or rationale for each by April 1. All facilitator positions will be posted by May 1. Facilitators will assume their responsibilities in the fall for a term of one year.

Each non-instructional facilitator position will be identified in a job description which will include the duties and the number of hours required to complete the assignment as determined by the District.

Full-time faculty applying for any approved facilitator position (instructional or non-instructional) will submit a letter of application detailing their qualifications, goals and other elements in line with the facilitator job descriptions posted by the District. Full-time faculty will have ten working days from the day the job is posted to apply via a letter of interest to the Vice President of Instruction or their posted designee.

Each month, facilitators will provide to the Vice President of Instruction or authorized designee a timesheet of hours completed, and a report detailing their goals, activities, and challenges for that month. Partial months can be combined with the next or previous month (for example, mid-February for Spring semester can be combined with March; May and June can be combined).

All facilitator work will be completed on campus if the facilitator is provided with the necessary equipment (physical and technical) to complete their voluntary reassignment. Specific work space outside of the facilitator's office will be provided upon request to complete the duties of the assignment. Any facilitator work shall be counted to the 40% on-campus requirement as per Article 13. [Accepted 5/14](#)

Facilitator positions left unfilled by the last working day of May shall be posted a second time for full-time faculty interest. If no full-time faculty member applies for a facilitator position by the end of the Spring semester, then the District can take other steps to fill the position as permitted by law.

Facilitators will be compensated each semester with [their choice of](#) reassigned time ~~or a stipend~~. [Accepted 5/14](#)

For facilitator work in Summer and Winter sessions, current facilitators may request approval for additional hours to complete work, not to exceed 10 hours per week at the full-time faculty member's current hourly rate. A letter from the full-time faculty facilitator detailing the rationale for Summer and Winter facilitator compensation shall be submitted to the Vice President of Instruction no later than mid-May for Summer sessions, and mid-November for Winter sessions. Facilitators who work Summer and Winter sessions will be

compensated in two equal installments each session with a stipend based on the assigned hours multiplied by the current applicable hourly/unit rate (Appendix C). No facilitator will be required to work in Winter/Summer sessions.

If required by state and federal agencies or for compliance to accreditation standards the following facilitator positions shall be offered each year:

- a. Curriculum
- b. Distance Education
- c. Program Review
- d. Student Learning Outcomes & Assessment
- e. Articulation Officer

If required by state and federal agencies or for compliance with the Student Success Initiative, the following facilitator positions shall be offered each year:

- a. Writing Center
- b. Communications Center
- c. Math Lab
- d. Library

The following facilitator positions may be offered at the discretion of the District each year:

- a. Clinical Nursing CNA
- b. Clinical Nursing Medical Assistant
- c. Clinical Nursing **Simulation Lab**
- d. Study Abroad
- e. **PACE**
- ~~f. Model UN~~
- ~~g. Paralegal~~
- ~~h. CAHSEE~~
- ~~if. Aviation~~
- ~~ig. Restaurant Management~~
- ~~kh. Honors~~
- ~~lj. Off-Site Facilitators~~
- ~~mj. CFIE (Ram) Coaches~~ -- Applicants must have successfully completed Ram Coaching as a participant prior to the semester they are applying for Ram Coaching. Number of Ram Coaches is at the discretion of the District.
- ~~nk. Engagement Center~~ – The number of Engagement Center Facilitators is at the discretion of the District.
- l. Nursing Peer Educating and Empowering Peers (PEEPS)**
- m. Nursing Community Service Coordinator**
- n. Paramedic Clinical Coordinator**
- o. Faculty Professional Development**
- ~~**Academic Discipline Facilitator**~~
- ~~**Peeps Coordinator**~~
- p. Work Experience Coordinator**

Additional facilitators may be added at the discretion of the District after consultation with the Association at least two weeks before positions are posted by the District.

153 **3. Ad Hoc Assignments**

154 ~~Ad hoc, temporary, one-time assignments are at the sole discretion of the District.~~
155 ~~These assignments will be identified in a job description which will include the duties,~~
156 ~~hours, and amount of compensation and must be posted. Full-time faculty will have ten~~
157 ~~working days from the day the job is posted to apply via a letter of interest to the~~
158 ~~appropriate administrator.~~

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160 Beginning **Fall 2025**, no unit member shall hold **or have held** any facilitator position for
161 more than five consecutive years. If no interest in the position by other unit members
162 occurs in the sixth year, the current facilitator can reapply.
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165 Victor Valley Community College District

Victor Valley College Faculty Association

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