

**TENTATIVE AGREEMENT
BETWEEN VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
AND THE VICTOR VALLEY COLLEGE FACULTY ASSOCIATION
July 21, 2026**

~~This tentative agreement is entered into between the Victor Valley Community College District and the Victor Valley College Faculty Association, CTE/NEA Chapter 1169, and is 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:~~

**VICTOR VALLEY COLLEGE FACULTY ASSOCIATION
TO THE
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
OCTOBER 15, 2026
ARTICLE 13
DISTANCE EDUCATION INSTRUCTION AND COMPENSATION**

A. Intent

The District and the Association recognize distance education instruction as a valuable tool for student learning. Therefore, the following practices and provisions shall be implemented in regard to distance instruction and compensation and the impact on unit member working conditions. Two members appointed by the VVCFA executive board will participate on any District participatory governance DE committee.

All classes designated as "distance education" instruction shall be part of the department class selection process as per Article 12, and can be designated as contractual load classes or UOP/hourly classes. A list of all distance education sections will be provided to department chairs as practicable as part of the scheduling process and timeline.

"Distance Education" instruction includes the following modalities and their specific impact on unit member working conditions, and full-time faculty teaching in these online modalities must be DE-Certified:

1. Fully online/asynchronous – 100% online with no on-campus requirement, with the exception of proctored assessments in line with CCCCCO and ACCJC guidelines for specific disciplines (e.g., Math).
2. Hybrid – Asynchronous online with synchronous on-campus component.
 - a. Hybrid Class: Instruction involving regular and effective online interaction for an equal portion of contact hours that takes place synchronously or asynchronously and is supported by materials and activities delivered in person and online through the college's learning management system.

This would include regular synchronously scheduled meetings for

lectures, lab, or testing where the instructor and student are together. Any portion of a class delivered online must be equivalent to the amount of faculty-student in-person meeting time. The approved online portion must meet the regular and substantive interaction regulations. The class schedule indicates when and where the in-person meetings occur and how many hours must be completed online. Any scheduled or synchronous online meetings should also be included in the schedule of courses.

b. Hybrid courses that contain lecture and lab requirements shall be split in the following way for contractual load: lecture can be held online, and count to online load requirements; lab sessions will be calculated as face-to-face load requirements. For example:

i. A three (3)-unit physics class with one (1) hour of lecture and three (3) hours of lab per week shall be calculated as one (1) online hour of instruction and three (3) hours of face-to-face instruction.

ii. A four (4)-unit biology class with two (2) hours of lecture and five (5) hours of lab per week shall be calculated as two (2) online hours of instruction and five (5) hours of face-to-face.

3. Remote – Online synchronous instruction with asynchronous online assignments and interaction outside of the remote/synchronous classroom. Remote instruction must be done synchronously during the days/times posted in the schedule. Remote courses are considered online classes.

a. Remote classes taught by unit members may be conducted on campus or remotely (or a combination) using District or their own equipment and facilities. In consultation with the area administrator and the unit member, the VPI or designee will determine the location remote classes will be taught (on campus or remotely, or a combination), except in emergency circumstances where the campus is closed, where remote sections will be taught off campus.

Faculty approved for an offsite remote assignment are responsible for acquiring, maintaining, repairing, and replacing remote work equipment and ensuring that their equipment is in good working order and sufficient to meet the needs of the assignment.

The District is required to reasonably maintain, repair and update necessary District equipment for unit members required to teach remote sections on campus. Necessary equipment for on-campus remote sections includes monitor, keyboard, webcam (or monitor- based camera), microphone and interactive software (i.e., Zoom capability, discipline-specific content as agreed upon by the Department Chair and Vice-President of Instruction or appropriate administrator), and hardware with the capacity to run essential remote class functions.

b. Unit members must be DE-certified to teach remote classes unless the

college is closed due to circumstances beyond its control (natural disaster, epidemics, etc.). Non-DE-certified unit members will be allowed to teach remotely in exigent circumstances at the discretion of the Chief Instructional Officer.

c. If college equipment or internet fails during an on-campus remote class, the unit member shall immediately notify the Dean or appropriate onsite administrator. The unit member is not responsible to make up on-campus remote classes due to verified District equipment or internet failure without additional compensation.

d. No filming or recording by the District will be allowed in remote classes without the unit member's written permission, and any recording of the unit member will be destroyed after the semester/session.

4. Hy-flex (on-campus synchronous online at the days/times in the published college schedule). Hy-flex courses are defined as courses where the unit member is on campus, in a technologically-enabled classroom which contains synchronous in-person learning and distance learning.

a. No unit member shall be required to provide their own equipment, internet, or other technical items for hy-flex classes.

b. Unit members scheduled to teach hy-flex classes are not responsible for college technical failure, lack of internet service, or any other item which is the responsibility of the District to provide and maintain. Should technical failure occur, unit members teaching hy-flex courses are not required to conduct additional class meetings for remote students.

c. No filming or recording by the District will be allowed in hy-flex classes without the unit member's written permission, and any recording of the unit member will be destroyed after the semester/session.

d. All hy-flex classrooms will have posted information for unit members on immediate technical assistance from the District so instruction will not be negatively impacted by technical issues.

e. In circumstances where the college is closed (natural disaster, epidemics, and similar), hy-flex classes may revert to online courses as determined by the Chief Instructional Officer.

5. Correspondence Education:

a. Correspondence Education means education provided through one or more courses under which the College provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor. Correspondence Education is not online, hybrid, hy-flex or remote instruction, and unit members do not need to be DE-certified to teach Correspondence Education courses. Correspondence Education courses are subject to the same limits as DE classes for full-time faculty

load.

~~**b. Full-time faculty teaching correspondence sections shall complete all work and meetings related to these sections on campus in their assigned office or other campus workspace for the required unit hours of the course (e.g., a three-unit course would equal 3.4 hours on campus per section per week to reach the contact hours required for a 16-week course. Larger unit courses, or courses scheduled for shorter periods [8 weeks for 6.8 hours per week] would add time per week as needed, as any DE course).**~~

B. Training

1. The District will provide appropriate technical and instructional support and rigorous and substantive training, in line with DE best practices and accreditation recommendations on a regular basis, as reflected in District guidelines and policies, including the most current and approved District Distance Education Plan.
2. Faculty who have previously offered online/hybrid classes at VVC on or before August 27, 2018, or those who have gained the necessary training and experience on their own via VVC certification, or via an outside certification process are qualified to teach online/hybrid/remote/hy-flex classes if their training meets VVC Distance Education Certification Guidelines as outlined in the current Academic Senate Policy.
3. Mandatory remote and hy-flex training sessions, not to exceed four (4) hours, shall be offered on a regular basis during the academic year for DE-certified unit members who have not taught remotely or in the hy-flex format before being assigned a remote or hy-flex course. Remote and hy-flex training shall be separate training sessions. This training **if completed in the Fall or Spring semesters** shall count towards a faculty member's ~~eighteen~~ sixteen (16) hours of professional responsibility.

C. Scheduling

1. Classes may be offered in all DE modalities once the Curriculum Committee process has approved them for online delivery. The Chief Instructional Officer or designee shall have the responsibility and authority to determine the scheduling of online/hybrid classes and the assignment of full-time faculty as per the scheduling processes in Articles 21 and 12.
2. When a new DE class is created, the instructor will submit the completed course template to the Distance Education Advisory Committee (DEAC) to ensure compliance with Accreditation Guidelines and any other applicable state and federal regulations before the class can be opened for registration.
 - a. Final decisions regarding course readiness will be made by the Office of Instruction with DEAC recommendations. If the Chief Instructional Officer deems the course is not ready to launch, then the unit member

will not teach this section in the DE modality until the Chief Instructional Officer recommends implementation in consultation with DEAC.

- b. The District and Association agree to continue to investigate and negotiate periodic review of all distance education courses once there is a specific and detailed plan in place from the District.

3. Each faculty member will be limited to 60% annual load of distance education, as defined in Article 13.A above, unless extenuating circumstances as determined by the District create a need to increase the current limit up to a full load. Only the online portion of hybrid courses will count towards the 60% maximum. Each faculty will spend a minimum of 40% of load teaching in person. Additional distance education classes may be offered hourly.

4. All classes offered in any DE modality as outlined above will utilize the District's online instructional system for primary contact with students.

D. Class Size

1. Online class enrollment will be limited to a maximum of 35 students.

2. Over-enrolled Classes

- a. An overenrolled class is a class that is allowed by the CIO and agreed to by the faculty member to enroll more students than the maximum class size set by Article 13.C.1 above.

- b. Upon first census, the District will calculate the hourly rate for over-enrollment and will prepare a contract using Table 1 below.

- c. Over-enrollment will be compensated at the prevailing hourly or unit of pay rate and will not be counted as load according to Table 1 below.

TABLE 1

<u>Class Size</u>	<u>Percentage of Hourly Rate</u>
~~36-43~~ 38-44	25%
45-51	50%
52-59	75%
60	100%

- d. Over-enrollment compensation will be posted on the faculty member's pay warrant in a timely manner in accordance with applicable law. Payment is contingent upon the District distributing all required documents to the unit member by the end of the first week of the semester/session, and payroll receiving all required and completed documents timely within the established payroll schedule timelines.

E. Office Hours

Unit members may elect to have online office hours, limited to a maximum of fifty minutes per distance education class, based on assigned load; correspondence education is not

included in online office hours. Due to the specific requirements for correspondence courses and the quick turnaround for instructor-student/student-instructor mediated contact, correspondence office hours will be held in the full-time faculty member's office and will be dedicated solely to correspondence, students, and work. Correspondence office hours will be 50 (fifty) minutes per correspondence section, and will not appear in full-time faculty syllabi as open to all students, but shall be submitted to the area administrator. Online office hours will be established in accordance with the process found in Article 12.H.b of the Agreement. All office hours, both onsite and online, must be **held during college business hours and** posted with an appropriate hyperlink and available to all students.

F. Proprietary Rights

The District recognizes that the faculty have an intellectual property right in all their online distance education class offerings regardless of modality. Therefore, the District will not require that any faculty member make available to any other faculty member any of their intellectual property for the purpose of creating an online class.

G. Distance Education Classes as Part of Faculty Evaluation

1. Faculty who teach distance education classes must identify a peer reviewer(s), (an instructor currently on the VVC online/hybrid/remote/hy-flex certified faculty list) to evaluate their online/hybrid/remote/hy-flex course when they select their online/hybrid/remote/hy-flex course as part of their regular tenure review process.
2. When agreeing to an online/hybrid course peer review, the faculty shall authorize reviewer access, to the content and delivery of their online/hybrid/remote/hy-flex classes during the evaluation process if requested by the peer reviewer(s). The faculty member may choose to be present to guide and explain content and pedagogy. The peer reviewer will use the online/hybrid faculty/course evaluation form found in Appendix E-7.
3. The online/hybrid/remote/hy-flex student evaluation form found in Appendix E-8 will be added to the online/hybrid/remote/hy-flex course by the Learning Management System Administrator, Chief Instructional Officer, or IT.

Victor Valley Community College District

Victor Valley College Faculty Association
