

## **Memorandum of Understanding**

### **Facilitator and Committee Member Summer and/or Winter Extra Duty Days**

**May 13, 2020**

This Memorandum of Understanding is entered into by and between the Victor Valley Community College District (hereinafter "District") and the Victor Valley College Faculty Association (hereinafter "Association").

WHEREAS, the bargaining representatives of the District and the Association have met and negotiated in good faith to discuss voluntary extra duty days for facilitators and committee members during the summer 2020.

Specific to this document is clarification of temporary department chair duties, appointment, and compensation.

NOW THEREFORE, the District and the Association have reached the following agreement regarding facilitator summer extra duty hours:

1. The Vice President of Instruction or his/her designee will provide VVCFA with a list of facilitators and the number of extra duty summer and/or winter hours deemed necessary at least 2 weeks prior to the end of the spring and/or fall semester.
2. Summer and/or winter hours will be paid with a stipend based on the individual facilitator's applicable hourly rate and the number of hours deemed necessary.

NOW THEREFORE, the District and the Association have reached the following agreement regarding committee member summer and/or winter extra duty hours:

1. The Vice President of Instruction will provide VVCFA with a list of committees that are deemed necessary to meet over summer 2020 and/or winter 2021 and the number of meetings and/or hours for which members will be compensated at least two weeks prior to the end of the spring and/or fall semester.
2. Committee members will be paid at their individual current hourly rate.
3. Upon attending their first meeting, each full-time faculty committee member will be provided with a blue timesheet for the appropriate summer pay periods. The committee chair will keep a record of the time and all members will agree on the length of the meeting prior to adjournment. Blue time sheets will be turned into and signed by the Vice-President of Instruction at the end of each pay period for timely payroll for processing.

The language in this MOU will be in effect from May 8, 2020 through February 12, 2021, at which time this language will sunset or by mutual agreement, ratification by faculty, and approval by the VVC Board of Trustees be rolled into the contract.

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

VICTOR VALEY COLLEGE FACULTY ASSOCIATION

*pm*  
  
Date: 5/25/20

Daniel Walden

Acting VVC Superintendent/President

  
Date: 5/18/2020

Michael Butros

VVCFA/President