

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 PERMANENT WORK SHIFTS FOR  
ONE STOP CENTER 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:

1. In an effort to better serve students, the One Stop Center building operational hours will be Monday through Thursday, 8:00 a.m. to 7:00 p.m. and Friday 8:00 a.m. to 4:30 p.m. As a result of the change to the hours of operation, the following employees will have a permanent change to their work hours from 8:30am to 5:00pm Monday through Friday to 8:00 a.m. to 4:30 p.m. Monday through Friday.
2. One employee as notated below will change from 8:30am to 5:00pm Monday-Thursday, to 10:30 a.m. to 7:00 p.m. and Friday 8:00am to 4:30pm.
3. This MOU is effective August 17, 2020.

**Department: Admission and Records**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Work Shift</b>
SYLVIA	AVILA	ADM & RCRDS SPECIALIST	8:00 am to 4:30 pm M-F
LISA	CRIPPS	ADM & RCRDS SPECIALIST II	8:00 am to 4:30 pm M-F
MARIA	CARDOZA	ADM & RCRDS TECHNICIAN	8:00 am to 4:30 pm M-F
PATRICIA	GOURLAY	ADM & RCRDS TECHNICIAN	8:00 am to 4:30 pm M-F
CRYSTAL	GRINNELL	ADM & RCRDS TECHNICIAN	8:00 am to 4:30 pm M-F
LIZETTE	RAMIREZ	ADM & RCRDS TECHNICIAN	8:00 am to 4:30 pm M-F
NORMA	RILEY	ADM & RCRDS TECHNICIAN	8:00 am to 4:30 pm M-F

MISTIE	HUGHES	CLERICAL TECHNICIAN II	8:00 am to 4:30 pm M-F
DONNA	VIGIL	ADM & RCRDS SPECIALIST	8:00 am to 4:30 pm M-F

**Department: FINANCIAL AID**

First Name	Last Name	Title	Work Shift
VERONICA	MANRIQUEZ	FINANCIAL AID SPECIALIST	8:00 am to 4:30 pm M-F
GISEL	MORALES	FINANCIAL AID SPECIALIST	8:00 am to 4:30 pm M-F
ELAINE	NAVARRETE	FINANCIAL AID SPECIALIST	8:00 am to 4:30 pm M-F
ROBBIE	RICHARDS	FINANCIAL AID SPECIALIST	10:30 am to 7:00 pm Monday-Thursday 8:00 am to 4:30 pm Friday
LORETTA	AMARO	FINANCIAL AID TECHNICIAN	8:00 am to 4:30 pm M-F
ANGELA	PERDOMO	FINANCIAL AID TECHNICIAN	8:00 am to 4:30 pm M-F
KEIRRA	ROLLAND	FINANCIAL AID TECHNICIAN	8:00 am to 4:30 pm M-F
MELINA	RODRIGUEZ	FINANCIAL AID TECHNICIAN	8:00 am to 4:30 pm M-F

**Department: CALWORKS**

First Name	Last Name	Title	Work Shift
TRACEY	DOWNING	ADMIN SECRETARY I	8:00 am to 4:30 pm M-F

MASON	BLANCHE	PLACEMENT SPECIALIST-CAREER CTR	8:00 am to 4:30 pm M-F
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**Department: ACCESS**

First Name	Last Name	Title	Work Shift
SANDRA	MORENO	DSPTS (ACCESS) SPECIALIST	8:00 am to 4:30 pm M-F
NANCY	TURNER	DEAF & HARD OF HEARING SPECIAL	8:00 am to 4:30 pm M-F
CORYNNE	BROWN	CLERICAL TECH II	8:00 am to 4:30 pm M-F

**Department: EOPS**

First Name	Last Name	Title	Work Shift
PATRICIA	BUCK	EOPS SPECIALIST	8:00 am to 4:30 pm M-F
ISABELLE	NUNEZ	OFFICE ASSISTANT	8:00 am to 4:30 pm M-F

**Department: BURSAR**

First Name	Last Name	Title	Work Shift
CATHY	HUSSING	ACCOUNTING TECHNICIAN I	8:00 am to 4:30 pm M-F
JOLYN	HARVEY	ACCOUNTING TECHNICIAN I	8:00 am to 4:30 pm M-F

**Department: TRANSFER CENTER**

First Name	Last Name	Title	Work Shift
JAZMIN	SANTILLAN	ADMIN. SECRETARY II	8:00 am to 4:30 pm M-F

**Department: STUDENT SERVICES SPECIALIST**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Work Shift</b>
INDIA	PALACIOS	STUDENT SVCS SPECIALIST II	8:00 am to 4:30 pm M-F
HAZINA	WILLIAMS	STUDENT SVCS SPECIALIST II	8:00 am to 4:30 pm M-F
LORENA	GOMEZ	STUDENT SVCS SPECIALIST II	10:30am to 7:00pm M-TH 8:00 am to 4:30 pm Friday

**Department: COUNSELING**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Work Shift</b>
PATRICIA	WITT	CLERICAL TECHNICAN II	8:00 am to 4:30 pm M-F
MARENA	CAMPOS	CLERICAL TECHNICIAN II	10:30am to 7:00pm M-TH 8:00 am to 4:30 pm Friday

**Department: STUDENT SERVICES**

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Work Shift</b>
AMBER	BROWN	INST PROG SPECIALIST	8:00 am to 4:30 pm M-F
SUZANNA	DORADO	ADMIN. SECRETARY II	8:00 am to 4:30 pm M-F

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.

July 29, 2020

For CSEA:

Deborah Peterson 7/29/2020  
Deborah Peterson 7/29/2020 [Jul 29, 2020 14:14 PDT]

Debbie Peterson

Michele Laveaux  
Michele Laveaux [Jul 29, 2020 15:56 PDT]

Michele Laveaux

Carlos Martinez  
Carlos Martinez [Jul 29, 2020 14:22 PDT]

Carlos Martinez

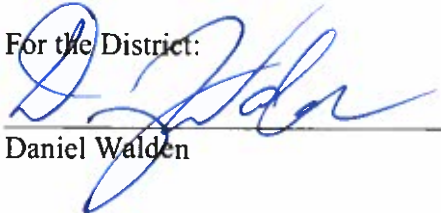
*jennifer larriva*

Jennifer Larriva

Dawn Stoecker 7-29-2020  
Dawn Stoecker 7-29-2020 [Jul 29, 2020 14:04 PDT]

Dawn Stoecker, Labor Relations Rep.

For the District:

  
Daniel Walden