

Meeting Date: August 11, 2009

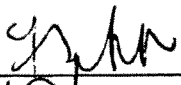
Item Number: 11.4

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES
AGENDA ITEM**

BOARD CONSENT ___ BOARD ACTION X BOARD INFORMATION (no action required) ___

TOPIC: AFT MOU, EVALUATION PILOT PROGRAM

SUBMITTED BY: Fusako Yokotobi

RECOMMENDED BY: Fusako Yokotobi 

APPROVED BY: Robert Silverman 

Description/Background:

The district and AFT-PTFU have met and reached agreement on a Memorandum of Understanding for an Evaluation Pilot Program. The district and AFT will meet in November to discuss and analyze the effectiveness of the pilot program.

Need: Board ratification of the MOU is necessary to amend the contract with AFT-PTFU.

Fiscal Impact: A maximum of \$1350; budgeted.

Recommended Action: It is recommended that the Board of Trustees ratify the MOU with AFT-PTFU for an Evaluation Pilot Program as listed.

Legal Review: YES ___ NOT APPLICABLE X ___

Reference for Agenda: YES X NO ___

**MEMORANDUM OF UNDERSTANDING
BETWEEN VICTOR VALLEY COMMUNITY COLLEGE DISTRICT
AND PART-TIME FACULTY UNITED, AFT 6286
JUNE 15, 2009**

Evaluation Pilot Program

The Victor Valley Community College District ("District") and the AFT Part-Time Faculty United Local 6286 ("AFT"), by and through their respective Negotiating Teams, agree that the contract be amended to include the following Evaluation Pilot Program:

I. Evaluation/Observation

The parties agree that the following are the guidelines and criteria for the Evaluation/Observation component of the Pilot Program beginning fall 2009:

- A. 25 classes will be selected for the peer observation/student evaluation.
- B. The following classes must be selected from the 4 academic divisions.
 - 1. A minimum of one class must be selected from each division
 - 2. Lecture only classes
 - 3. Lab only
 - 4. Lecture/lab combo
 - 5. Off-campus classes
 - 6. Credit only
 - 7. Online classes
 - 8. Onsite - Face to face
 - 9. Required transfer courses
 - 10. Basic skills
 - 11. Hybrid
 - 12. Foreign language
 - 13. ITV
 - 14. Categorical funding classes
 - 15. Physical Education - Activity
 - 16. Weekend classes
 - 17. One of the one day classes (fire tech has one day classes they offer)
 - 18. Short term classes
 - 19. Huge departments
 - a. Examples: math, English, biology, history, psychology, CIDG, etc.
 - 20. Guidance
 - 21. Honors class
 - 22. *Excludes Librarians & Nurses
- C. Human Resources will identify new faculty starting in fall 2009.
- D. Deans will identify additional adjunct faculty if needed. Participation for existing faculty will be voluntary.

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- E. Faculty will receive in the college mail the observation instrument and the rubric.
 - F. Department chairs will recommend observers and adjunct faculty can volunteer. Observers will also be solicited through the joint communiqué sent out by the District and AFT Part-time Faculty United. Deans will assign.
 - G. Observers need to be in the discipline or related discipline.
 - H. Pilot observers will be selected from only part-time faculty prior to census.
 - I. Observers will be paid \$54.00 for the observation and follow-up meeting with the individual they observed.
 - J. Peer observation will begin after census or the day of census if it's a one day class.
 - K. The observation process is as follows:
 - 1. Peer observer receives the instrument via email from HR
 - 2. Upon receipt of test instrument, peer observer has 2 weeks to conduct the observation
 - 3. Peer observes class and rates instructor using form (hard copy)
 - 4. Peer observer fills out template on-line, receives immediate results and prints one copy
 - L. Observer will meet with the faculty within one week.
 - M. Faculty member receiving the observation will sign the form to indicate that it has been discussed with him/her; signature does not indicate agreement.
 - N. Peer observer will send hard copy of completed form within 1 week to the appropriate administrator.
 - O. Once the observation form is received in appropriate administrator's office, forms will be generated for observer's compensation.
 - P. Student evaluations will be administered with the rest of the adjuncts who require an evaluation process.
 - Q. Dean reviews peer observation and student evaluation and will meet with the observee if necessary.
 - R. The employee will have the right to respond to the observation and evaluation.
 - S. The results are sent to Human Resources.
- ### 2. Hiring Priority List

A. For all instructors who are not participating in the pilot program, the priority hire process will be as written in the current contract.

B. The individuals who are selected for the pilot program who have taught the required number of semesters will also have the opportunity to obtain status on the priority list by meeting the following criteria:

- 1. Must have taught 4 of 6 consecutive semesters – Fall and Spring only.
- 2. OR 15 courses.
- 3. Must teach credit classes or prerequisite non-credit classes.

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4. In cases where ties in priority assignments must be broken, follow the process in the current contract, Article 13.4.2.
5. Human Resources will determine who has met the criteria for priority status and will disseminate the information to the VPI with a copy to Part-time Faculty United.

The District and AFT will meet in November for a debriefing of the process and to analyze the results. Based on these outcomes with possible revisions, the process could be run again in spring 2010.

For AFT Part-Time Faculty United:

Mary Miller
Mary Miller

7/16/09
Date

For Victor Valley Community College District:

Robert Silverman
Robert Silverman

Date

Instructor	Department	Section/Meeting/Times	Observation Due by:	Signed Report due to Dean by:	Observer	Complete Evaluation received in HR as of
1 Baker, Ronald	Psychology	PSYC-101-27770 MW 05:30PM-08:00PM	11/13/2009	11/30/2009	Carol Scissel	12/10/09
2 Biglow, Travis	Cnstrctn Tech	CT-127-27240 F Lec 9:00 AM / Lab 11:05AM	10/9/2009	10/23/2009	Tom Burchfield	Received, needs analysis
3 Bullock, Scott	Math	Math-10-26399 MW 12:45PM - 2:10PM	10/9/2009	10/23/2009	Russell Wheeler	Received
4 Dawson, Shelly	Math	MATH-90 105- 27765 TTH 5:35PM-8:15PM	11/13/2009	11/30/2009	Russell Wheeler	Received
5 Dorn, James	Math	MATH-105 - 26698 W 7:20PM-8:50PM	11/13/2009	11/30/2009	Russell Wheeler	Received
6 Durheim, Carl	CIS	CIS-136 - 26849 On-Line	10/9/2009	10/23/2009	Wesley Dennison	Received
7 Eshelman, P.	English	ENGL-101.0-27252 TTH 05:30PM-10:00PM	10/9/2009	10/23/2009	Linda Riddell	
8 Garcia, Vincent	RSPT	RSPT 233-26158 Sat 10:00 - 02:20 pm	10/9/2009	10/23/2009	Mark Connelly	
9 Herrera, Francisca	Biology	BIOL-107-100-26912 F Lec 11:10am/Lab 8:00am	10/9/2009	10/23/2009	Kimberly Kato	Received
10 Hood, Gregory	Cnstrctn Tech	CT-106-27211 W 5:30PM-8:40 PM	10/9/2009	10/23/2009	Tom Burchfield	Received, needs analysis
11 Hooper, Myrtie/Denise	Nursing	NURS-224-26206 MW 7:55am-11:30am	10/9/2009	10/23/2009	Nancy Thale	Received, needs instructor and observer signatures
12 Lopez, Leonard	PHOTO	PHOT-52-27439 MW 01:50PM-03:15PM	10/9/2009	10/23/2009	John Reid	Received, needs analysis
13 Marshall, Thomas	Fire Tech	FIRE 59-25753 8:00 - 4:50 P.M.	11/9/2009	11/30/2009	Steve Castagnola	
14 Meier, Leonard	Cnstrctn Tech	CT-130-27242 TH Lec 9:00AM / Lab 10:50AM	10/9/2009	10/23/2009	Tom Burchfield	Received, needs analysis
15 Meyer, Carolyn	RSPT	RSPT 233-26158 Sat 11:30 10:00 - 02:20 pm	10/9/2009	10/23/2009	Henry Do	Received
16 Nazzari, Mark	English	ENGL-6-26974 TTH 03:20PM-05:00PM	10/9/2009	10/23/2009	Cheryl Elsmore	
17 Page, Katherine	PEDA	PEDA-170-26778 MW 9:35AM - 11:00AM	10/9/2009	10/23/2009	Karla Franko	Received, needs administrator signature
18 Renno, Charles	English	ENGL-101-27164 W 11:40AM-01:20PM	10/9/2009	10/23/2009	Jennifer Money	Received, needs analysis
19 Ripley, Edward	AJ	AJ-103-26075 TTH 9:35-11:00am	10/9/2009	10/23/2009	Jack Thomas	
20 Rosales, Ricardo	Biology	BIOL-107-26965/67 TTH Lec 8AM/Lab 9:25AM Lec-21	10/9/2009	10/23/2009	Kimberly Kato	Received
21 Sheldon, Virginia	ALDH	ALDH-60-25851 WF Lec 7 am/Lab 12:00pm	10/9/2009	10/23/2009	Carolann Selters	
22 Skafun, Emily	English	ENGL-101-27204 MW 07:20PM-09:00PM	10/9/2009	10/23/2009	Jeanne Peterson	Received, needs administrator signature
23 Sooter, Jennifer	English	ENGL-6-26924 TTH 05:30PM-07:10PM	10/9/2009	10/23/2009	Valery Frangelica	Received
24 Wills, Kevin	Cnstrctn Tech	CTMF-131A-27277 F Lec 5:30/Lab 7:35	10/9/2009	10/23/2009	Tom Burchfield	Received, needs analysis
Hedkin, Roger	Math	MATH-10-26464 TTH 7:05PM-8:30PM	10/9/2009	10/23/2009	Russell Wheeler	Deleted per Lori Kilal 11/3/09
Bolesworth, Dale	FT	FT 11-B-25741 S 8:00am-4:50PM	10/17/09	10/23/2009	Paul Andreau	Deleted per Pat Luther 12/7/09
Blue indicates 2nd 8 wk class						

Last Name	First Name	Department	Dean	Observer	Section/Meeting/Times	Observation Average	Student Evaluation Mean	
Mehla	Sanskriti	Biology	Kildal	Kato, Kimberly	Biol 107, Sec# 30284 Lec MW 5:30-6:55pm Lab M 7:05-10:00 pm	4.8 (Lec), 4.92(Lab)		
Toulson	Amy	Biology	Kildal	Kato, Kimberly	BIOL 100, Sec# 29025 Lec MW 5:30-6:55pm Lab M 6:55-10:05 pm BIOL 100 Sec# 29029 Lab W 6:55-10:05pm	4.70(Lec), 5 (Lab)	4.25	
Chambers	Randy	Construction Technology	Luther	Thomas Burchfield	CT-121-28571 Mon Lab: 11:05 - 4:45pm & Lec: 9:00am - 11:05am		4.75	
Cook	Amy	Agriculture	Luther	Bachie, Oli	AGNR 122-28986 TTH Lec: 8:00-8:55am & Lab: 8:55am - 10:20am	3.45	3.42	
Garrison	Christine	Clinical Nursing	Luther	Nancy Thale	Nurs-221-29330 DHR (days + times)	4.04		
Kanrar	Siddhartha	Agriculture	Luther	Bachie, Oli	AGNR 21-28981 SAT Lec: 8:00 - 10:55am Lab: 10:05 - 1:15pm; AGNR 60-29110 SAT Lab: 1:30-4:50pm	4.58	3.39	
Mott	Stacy	Clinical Nursing	Luther	Nancy Thale	Nurs-223-26196 TH DHR(times)	4.32		
Ochoa	Henry	Auto	Luther	Lucas, Steve	Auto 65-28179 MW Lab: 7:35-9:00pm Lec: 6:00pm - 7:25pm	3.48	4.73	
Ripley	Edward	Administrative Justice	Luther	Wells, Robert (Bob)	AJ 103-29084 TTH Lec: 9:35-11:00am	4.73		
Sheldon	Virginia	Allied Health	Luther	Carolann Setters	ALDH 60-29598 DHR (days) DHR (times)	5.00		
Tubbs	Kasey	EMT	Luther	Connick, Lisa	ALDH 55-28128 TTHF DHR (times)	4.63	4.38	
Williams	Felicia	Clinical Nursing	Luther	Nancy Thale	Nurs-223-29360 (Sat 700-1900)	4.20		
Coates	Harrison	Restaurant Management	Williams	Mertens, Donna	RMGT-89-29363 M 6:50-10:00PM	3.22	3.44	
Norton	Joanna	Sociology	Williams	Saenz, Albert	SOC-101-28438 T,TH 2:20-3:45P	3.15	4.07	
Ray II	Michael	English	Williams	Nylander, Susan	ENGL-50-30325 M,W 6:00-8:40P	4.95		
Teal	Michael	Commercial Art (CIDG)	Williams	Reid, John	CIDG-75-29377 M,W 7:05-7:55PM LAB W 7:55-9:20A	3.92	4.42	
West	Jennifer	Theater Arts	Williams	Jennifer Fowle	TA-101-28996 M,W 11:10-12:35P	4.96		Received 5/17/10

Garcia	Vincent	RSPT	Luther	Gongol, Brendan	RSPT 232-28833 DHR (days) DHR (times)	5.00		Received late 06/03
Rojas III	Daniel	Respiratory Therapy	Luther	Gongol, Brendan	RSPT 234-28956 DHR (days) DHR (times)	5.00		Received late 06/03
Burns-Peters	Davena	Communication Studies (ASL)	Williams	Chesser, Debbie	CMST-124-29353 T,TH 5:30-7:10PM	4.74		Received 05/04/10

NO OBSERVATIONS OR EVALUATIONS RECEIVED IN HR AS OF 06/22/10:

Last Name	First Name	Department	Dean	Observer	Section/Meeting/Times	Observation Average	Student Evaluation Mean	
Donnelly	Shane	Allied Health/EMT	Luther	DeSimone, Sarah	ALDH 55-28128 TTHF DHR (times)			
Marshall	Thomas (Tom)	Fire Tech	Luther	Nadreau, Paul	Fire 65-28534 SSU DHR(times)			
Snow	Stephen	History	Williams	Ritman, Paul	HIST-117-28342 T,TH 2:20-3:45P			