Addendum 6

Memorandum of Understanding

All Faculty Association and
the Sonoma County Junior College District

Moving Applied Graphics into Computer Studies

July 29, 2009

AFA and the District agree to move the Applied Graphics (ApGr) Program from the Applied Technology Department to the Computer Studies (CS) Department effective 2009-10 academic year.

This MOU addresses the consequences of the merger in all articles of the Contract where faculty rights will be affected.

Article 13: Department Chairs

With regard to 13.06, AFA and the District agree that the recalculation of the CS chair reassigned time will include all elements of the formula related to the ApGr Program.

Article 14: Evaluations

With regard to *Article 14A.05.D—Rotation List and Implementation Procedures*, CS and ApGr faculty will follow the process outlined therein to create a new Rotation List for evaluations.

Article 15: Faculty Service Areas and Competency Standards

The CS Department and the District will send written notification to all regular faculty in the ApGr Program advising them of their right to apply for additional FSA's in the CS disciplines. SEE STATEWIDE ACADEMIC SENATE DISCIPLINES LIST.

Article 16: Hourly Assignments

The CS Department will take the following steps to integrate faculty from the ApGr Program into its hourly assignments process:

1. Rewrite the Hourly Assignment Procedures.

2. Rewrite the Special Expertise or Experience Policy.

3. Bring the revised procedures to CS and the ApGr faculty for review and input.

4. Revise the Length-of-Service List. ApGr faculty shall be inserted into the CS departmental Length-of-Service List according to their Applied Technology dates of hire. If two or more instructors have the same date of hire in either CS or ApGr, the cluster dean and the AFA president will hold a lottery to establish a new order; however, the original ordering in the Applied Technology Length-of-Service List must be preserved within the two merged length-of-service lists.

5. CS and the ApGr Program will provide AFA and the District a database of load histories, including cancellations, for all hourly assignments in 2008-09.

6. AFA and the District will review and approve the Hourly Assignments Procedures, the Special Expertise or Experience policies, and the Length-of-Service List.

Curriculum and Minimum Qualifications

1. Although the courses in the ApGr Program are listed separately in the Catalog and the Schedule of Classes, the ApGr curriculum is now the responsibility of the CS Department.

2. Unless otherwise identified in the CS Hourly Assignment Procedures, including the Special Expertise or Experience Policy, faculty who possess the minimum qualification for courses in the discipline can be assigned to teach those courses. Some CS instructors may teach in the ApGr Program and some ApGr instructors may teach in CS. Each Course Outline of Record (COR) identifies the minimum qualifications needed to teach that particular course. The department chair will send letters to all faculty explaining that instructors should check all the COR's to see if they have the minimum qualifications to teach courses in disciplines other than the one(s) to which they were originally assigned.

Signatures on original