

Memorandum of Understanding  
between the  
All Faculty Association  
and  
Sonoma County Junior College District  
regarding

Establishment of the College Skills and Adult Education Department

April 15, 2022

AFA and the District agree that the Adult Education program and the College Skills Department will become a single academic department, effective at the start of the Fall 2022 Term.

A. The new department name will be College Skills and Adult Education.

B. The College Skills and Adult Education department will have 2 disciplines:

1. College Skills
2. Adult Education

C. The College Skills and Adult Education Department will be responsible for courses with the prefixes CSKLS and ADLTED.

**D. Hourly Assignments**

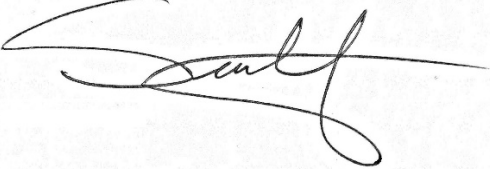
1. Per §16.02.B.5, the department will create a single Length-of-service list.
2. Per §16.05.B, current members of CSKLS will amend the special expertise for CSKLS 770 assignments. As a consequence of this MOU, the proposed DSPs will be shared with the CSKLS faculty and go directly to a vote per §16.05.B.4.
3. For the purposes of hiring, the College Skills and Adult Education Department will maintain three separate associate faculty pools.
  - a. Adult Education
  - b. GED and Non-credit
  - c. 770 and Credit

**E. Evaluations**

1. Previous evaluation schedules of all faculty members will be preserved in the new department.
2. Per 14A.20.4 and 14B.20.4, the Department will maintain a single evaluation rotation list.

F. **Department Chair.** All relevant data from the Adult Education program will be included in the calculation of the chair reassign time for 2022-2023.

G. Faculty members teaching in the Adult Education program prior to the merger who maintain satisfactory evaluations will be guaranteed an offer of Adult Education courses through the 2024-2025 academic year. For those faculty members with offer rights, the offer will meet the faculty member's established load.



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Sean Martin, President  
All Faculty Association

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Dr. Frank Chong, President/Superintendent  
Sonoma County Junior College District