

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

Establishment of the Counseling and EOPS Department
April 15, 2022

AFA and the District agree that the EOPS program and the Counseling Department will officially be designated as a single department, effective at the start of the 2022 Summer Term.

A. The new department name will be Counseling and EOPS.

B. The Counseling and EOPS department will have two disciplines:

1. General Counseling
2. EOPS Counseling

C. **Designation of members of the EOPS discipline.**

1. Contract faculty members in the Counseling and EOPS department may elect to become members of the EOPS Discipline if they meet minimum qualifications for EOPS and also meet one of the following criteria:
 - a. were hired to work in the EOPS Program in the District
 - b. have performed an assignment in the District's EOPS Program in the past 3 years
 - c. are in the EOPS associate faculty pool
2. Eligible faculty members will notify the department chair of their election to join the EOPS Discipline by July 1, 2022.
3. Members of the EOPS Discipline will
 - a. have the Director of Student Support Programs as the Supervising Administrator on their evaluation teams.
 - b. be eligible to vote on EOPS DSPs per 16.05.B.4.
4. Nothing in this MOU precludes the District's right to assign eligible faculty to perform assignments in EOPS.

D. The Counseling and EOPS department will develop and maintain a written process for assigning contract load that includes General Counseling and EOPS assignments.

E. Compensatory Time Off (CTO): Per §32.06.A, EOPS and General Counselors will retain existing contractual requirements for CTO. The Department will update its procedures for variable and exchange assignments to include both disciplines.

F. Hourly Assignments

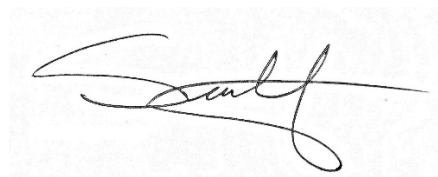
1. For the purposes of hiring, the Counseling and EOPS department will maintain three separate associate faculty pools: General Counseling, EOPS Counseling, and Human Services. All associate faculty members in the Counseling and EOPS department will be notified of their right to apply for these pools.
2. Per §16.02.B.5, the department will create a single Length-of-service list.
3. Per §16.05.B, current members of the EOPS discipline will develop special expertise for EOPS counseling and teaching assignments. As a consequence of this MOU, the proposed DSPs will be shared with the department and go directly to a vote per 16.05.B.4.

G. Evaluations

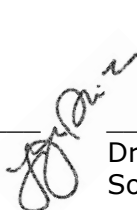
1. Supervising administrator: The Supervising Administrator for contract faculty members designated as EOPS Counselors and associate faculty members performing EOPS assignments will be the Director of Student Support Programs. The Supervising Administrator for contract faculty members designated as General Counselors and associate faculty members performing general counseling assignments will be the supervising administrator by location.
2. Rotation list. Per §14A.20.4 and 14B.20.4, the department will maintain a single evaluation rotation list.

H. Department Chair

1. Faculty members in the EOPS program who qualify as members of the department electorate will participate in the election of the Counseling Department Chair.
2. The Department Chair formula will be calculated so as to include all relevant EOPS data.
3. For the 2022-2023 through the 2024-2025 Academic Year, the elected department chair of Counseling and EOPS will designate EOPS-related ancillary duties to a member of the EOPS discipline.



Sean Martin, President
All Faculty Association



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