

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

Limited-duration Grant-funded Special Assignments and Projects
December 14, 2020

AFA and the District agree to add this new language to Article 17: Job Descriptions.

17.11.F.4. Limited-duration Grant-funded Special Assignments and Special Projects.

- a. The District will notify AFA and consult with the Academic Senate prior to applying for a grant that includes Special Assignments for faculty, or when the District intends to use existing grants or categorical funding to compensate faculty for special projects such as curriculum development, program improvement, or professional development activities.
- b. AFA will consult with the Academic Senate on matters within Senate purview prior to negotiating the terms and conditions of a limited-duration grant-funded Special Assignment or project.
- c. If the District is awarded a grant that allows for selection of a faculty member to perform a special assignment, the District and AFA will confer on the job duties, compensation, and selection process prior to any solicitation of interest in the position. The job duties, compensation, and selection process will be made available to all faculty members who are interested in the assignment.
- d. The District will provide AFA with a description of any special project as described in (a.) above, and will negotiate with AFA over the compensation structure and selection process for participation in the project.
 - i. Prior to any solicitation of applications for participation in the project, the project description, compensation structure, and selection process for the project will be specified on a form and posted on the AFA website.
 - ii. The compensation structure for participation in special projects will be based on the number of hours worked (either compensation at the base hourly rate or reassigned time), and not in the form of a stipend.
 - iii. The District will provide the criteria that will be used to select participants in a grant-funded special project to the applicants in advance of the application due date.

/signature on original/

Sean Martin, President
All Faculty Association

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