

# Addendum 4

---

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

Flexible Contract Year for  
Summer Repertory Theater Artistic Director

September 1, 2005

The All Faculty Association and the Sonoma County Junior College District agree to the following:

1. The SRT Artistic Director is faculty member with reassigned time to serve as Artistic Director of the SRT program which includes serving as instructor of record for some or all of the SRT summer classes. The unique demands of this position, which involve day-to-day program coordination during an intensive 11-week summer season (May-August), make the position different from other faculty assignments and require that the Artistic Director work during the summer as part of his/her contract load.
2. For the first year of the contact, the newly hired Director will be given 100% reassigned time in order to learn the job and fulfill all the functions required of the position.
3. The contract year will consist of 177 days, scheduled flexibly during a given fiscal year (July 1 to June 30), with 11 weeks (66 working days) scheduled during the summer and the remaining days scheduled during the academic year. Working days may include weekends and evenings.
4. By July 1 of each fiscal year, the SRT Artistic Director will submit a calendar of working days to his/her department chair and supervising administrator for approval. The calendar can be modified with the approval of the chair and supervising administrator.
5. The Theater Arts position with SRT reassigned time is a faculty position and has faculty rights and obligations under the AFA/District contract, including his/her responsibility to fulfill the faculty job description and to be evaluated as a faculty member. The specialized duties of the Artistic Director will be spelled out in a separate job description, mutually agreeable to AFA and the District.
6. This letter of understanding recognizes the unique demands of this one-of-a-kind faculty assignment and does not set a precedent for nor change the contract year of any other faculty member.
7. This agreement is a one-year pilot to determine if the expected workload is appropriate. During that year the newly hired faculty member will be asked to track in calendar form all of the hours that he/she works and the kinds of work performed. The reassigned time may be continued or renegotiated for 2007/2008, during the spring of 2007 by the second proof of fall schedule for the following Academic year, and may be reconfigured to include an academic year teaching load.

*Signatures on original*