MEMORANDUM OF UNDERSTANDING BETWEEN

SOLANO COMMUNITY COLLEGE DISTRICT

AND

SOLANO COMMUNITY COLLEGE FACULTY ASSOCIATION

The parties agree that the following changes will be made to Article 24 of the Collective Bargaining Agreement effective Sept. 19, 2018:

24.1 General Travel Expenses

The District shall pay the costs of approved travel related to conferences, field trips and other District-related activities. District travel forms must be completed, approved, and signed by all parties prior to any such activity. Out-of-state travel requires additional pre-approval by the Superintendent / President.

Faculty members shall be entitled to the standard meal per diem for California as published by the Internal Revenue Service.

24.2 Automobile Expenses

If the faculty member uses his/her own vehicle for pre-approved travel, the District shall provide reimbursement at the mileage rate approved by the IRS for any miles in excess of the member's normal commute during contractual days and other assigned work days. On other days, faculty members shall be reimbursed at the mileage rate approved by the IRS for all miles incurred.

For mileage reimbursement provisions related to regular work assignments, refer to Article 17.2.

General:

This article is subject to review and possible modification upon changes to Board Policy 4480.

	9/19/2018		9/19/2018
Melissa Reeve	Date	Mary Jones	Date
Chief Negotiator, SCFA		Chief Negotiator, SCCD	