

MEMORANDUM OF UNDERSTANDING BETWEEN

SOLANO COMMUNITY COLLEGE DISTRICT

AND

SOLANO COMMUNITY COLLEGE FACULTY ASSOCIATION

The parties agree to the following temporary modifications to the Collective Bargaining Agreement for the Spring 2022 semester. This agreement replaces the agreement signed on May 26, 2021. This language shall sunset as of May 31, 2022, unless extended by a future MOU.

Online Assignments: Initial Schedule Development

- Article 19.4.4, which limits online assignments to a total of .60 FTE of a full-time faculty member's load, shall remain suspended through Spring 2022 to accommodate the continued scheduling of the majority of classes in online and hybrid modalities.
- Per article 19.4.3, faculty are expected to meet the local certification requirements set by the DE committee to be eligible for online assignments.
 - As agreed in the MOU signed May 26, 2021, to be eligible for any online teaching assignment in Spring 2022, a member must have completed the full DE approval process no later than Sept. 17, 2021.
 - Faculty who have not met the above requirements will be scheduled to the extent possible within the available face-to-face and/or correspondence offerings.
 - Additional faculty whose full DE Certification is approved by the DE Committee at their regular meetings on Oct. 1 and Nov. 5, 2021, shall have the opportunity to request that classes initially scheduled in person be moved online prior to the opening of Spring registration. Deans will honor these requests if doing so does not compromise the department's ability to meet student needs in the respective discipline.
 - No member whose DE Certification remains incomplete / unapproved as of Nov. 5, 2021, shall be assigned to any online or hybrid instruction in Spring 2022.
 - In the event that public health conditions necessitate the transition of a greater proportion of class offerings to online modalities prior to the start of the Spring 2022 semester, instructors who have not received full DE Certification approval may lose assignments.
 - The parties will further research the impact of this prolonged period of mostly-remote scheduling on adjunct faculty who had earned priority assignment rights prior to Spring 2020, but who have neither completed DE Certification nor been offered on-campus or correspondence assignments since Fall 2020. Further provisions may be bargained to mitigate any negative impact on the employment stability of this group if needed.

Initial Spring schedule development:

- Deans shall work with discipline faculty to develop the Spring 2022 class schedule to ensure classes are scheduled in appropriate modalities to optimize instructional effectiveness and meet student needs in each discipline, while recognizing the constraints of the ongoing pandemic and the need to protect the health and safety of employees and students.
- To the greatest extent possible given facilities constraints and COVID safety protocols, and program needs, Deans shall honor faculty preferences in instructional modalities.
- Faculty are encouraged to contact the Association and the VP of Academic Affairs to resolve scheduling disputes prior to the opening of priority registration.
- In support of re-building a more robust on-campus presence, management will show greater lenience toward cancellation of low-enrolled on-campus sections.
- Management will work through collective bargaining with the Local 39 and CSEA Labor units to ensure appropriate staffing of campus offices, lab technicians, and student support services, and so on to support the success of in-person instruction.

Pre- Registration Schedule Review:

- One week prior to the first date of priority registration, management shall review local and national data pertaining to COVID infection and hospitalization rates, vaccination rates, news of any new variants or other information that would inform the feasibility and prudence of convening in-person classes in Jan. 2022.
- If conditions warrant the reduction of in-person offerings from those initially scheduled, deans shall work in consultation with impacted faculty to convert as many in-person sections as possible to online or hybrid modalities.
 - Instructors who have not received full DE Certification / approval by the Nov. 5 deadline extension will not have the option of converting in-person classes to online. Classes scheduled with these instructors will need to remain in-person, or be re-assigned to DE-certified instructors, or be canceled.
 - Instructors who are DE Certified and who teach classes approved for online and/or hybrid instruction will have the options of converting in-person sections to synchronous or asynchronous online offerings.
 - Where possible while still providing a robust schedule of offerings to meet programmatic needs, faculty who are DE certified but who have not previously developed Canvas materials for classes scheduled in person will have the option to swap these classes for others they are prepared to teach online.

Mid-Semester Contingency Planning

- Faculty who request or accept in-person assignments for Spring 2022 do so with the understanding that even after the start of the semester, health considerations may cause individual class sections or the whole campus community to pivot to remote instruction at any time, for short quarantine intervals or for longer periods.

- To allow classes to transition to remote instruction on short notice, faculty teaching in-person will utilize Canvas for posting the syllabus and assignments, archiving course materials, collecting and responding to student work, and tracking student grades.
- In the event of a mid-semester, emergency transition to remote instruction, the following provisions will apply:
 - Faculty with full DE Certification may decide whether to conduct remote instruction asynchronously, or provide synchronous instruction via Zoom conference
 - Faculty lacking full DE Certification must provide synchronous instruction via Zoom conference

Re: COVID Safety

- The College will continue to align campus COVID safety requirements with prevailing legal guidelines.
- To the extent possible to allow appropriate distancing to limit the danger of COVID transmission, on-campus classes will be scheduled in rooms with a maximum occupancy larger than the enrollment cap of the respective class. Deans will work with faculty to choose the available spaces with which instructors feel most comfortable. Any DE Certified instructor who is not comfortable with the assigned space will have the option to be re-assigned to an online section.
- The College is developing a COVID vaccine status and test result tracking program which will be in place no later than the start of the Spring 2022 semester. On-campus instructors are responsible for confirming, via CourseKey, that all students present in class are cleared for on-campus attendance each day. Instructors will work to provide class assignments to students who are unable to attend due to mandated quarantine periods. At off-campus or clinical sites, students and instructors will follow the clearance protocols of the site.
- The College has contracted with FACS, an environmental consulting and industrial hygiene firm, to evaluate air quality and circulation in college buildings, and will share recommendations from the report with faculty. The parties will meet to discuss additional interests pertaining to classroom air quality that may arise from these recommendations.
- As the college continues to develop Return to Campus plans for Spring 2022 and beyond, SCFA will work with our members and District management to develop language as needed pertaining to member safety.

	Sept. 29, 2021		Sept. 29, 2021
Melissa Reeve	Date	Mary Jones	Date
Chief Negotiator, SCFA		Chief Negotiator, SCCD	