Addendum 5

Memorandum of Understanding

All Faculty Association and
the Sonoma County Junior College District

Dissolution of the Business Office Technology Department

July 29, 2009

AFA and the District agree that the Business Office Technology Department (BOT) be dissolved effective the 2009-10 academic year. The date of this dissolution shall be August 13, 2009.

As a consequence of the dissolution:

1. Each BOT course at the date of dissolution will become part of the Computer Studies Department (CS), become part of the Business Administration Department (BAD), or become inactive. [SEE ATTACHMENT 1.]

2. Each BOT Regular Faculty Member at the date of dissolution will be become a member of either CS or BAD. [SEE ATTACHMENT 2.]

Although the courses in BOT are listed separately in the Catalog and the Schedule of Classes, the BOT curriculum will be the responsibilities of CS and BAD at the date of dissolution, as described in Attachment 1.

Present BOT faculty who possess the Minimum Qualifications for any course in either CS or BAD may be assigned to teach that course. Each Course Outline of Record (COR) identifies the Minimum Qualifications needed to teach that particular course. The District shall direct CS and BAD Chairs to send an email to each faculty member in their respective departments at the date of dissolution, indicating that the faculty member should check the COR to determine whether s/he possesses the Minimum Qualifications for teaching courses in that discipline, and if so, to notify the Chair.

Other consequences of the dissolution are particular to specific articles of the Contract in which faculty rights are specified.

Article 13: Department Chairs

With regard to 13.06, AFA and the District agree that the recalculation of the CS and BAD chair reassigned time will reflect all adjustments to elements of the formula related to the dissolution of BOT effective 2009-10 academic year, and that the total computed reassigned time for the CS and BAD chairs (and any reassigned time delegated to program coordinators) shall not be less than the sum of the 2008-2009 computed reassigned time for BOT, CS and BAD chairs. (Actual reassigned time will be determined by formula.)

Article 14: Evaluations

With regard to Article 14A.05D, CS and BAD will review their Implementation Procedures and create a new Rotation List for evaluations that incorporates present BOT members as required by the conditions of this MOU. [SEE ATTACHMENT 3.]

Article 15: Faculty Service Areas and Competency Standards

Regular Faculty members presently in BOT will receive an email advising them of their rights to apply for FSA's in CS and BAD for which they qualify.

Article 16: Hourly Assignments

With regard to 16.03, CS and BAD will make hourly assignments according to the attached Departmental Procedures. [SEE ATTACHMENT 4.]

With regard to 16.04, any BOT faculty member with Minimum Qualifications of at least one course in CS shall be inserted into the CS length of service list, and, any BOT faculty member with Minimum Qualifications of at least one course in BAD shall be inserted into the BAD length of service list. These insertions shall be made according to the correct dates of hires in BOT, CIS, and BAD. In the case of identical dates of hire, ordering shall be determined by random lot; however, the original ordering in the BOT length of service list must be preserved within the two merged length of service lists. [SEE ATTACHMENT 5.]

Each faculty member's like-load rights as described in 16.04.B.1 shall be preserved.

For Fall 2009, hourly assignments for present BOT, CS, and BAD courses shall be made as described in 16.04.C.1 using the current BOT, CS, and BAD length of service lists and Departmental Procedures respectively. Any hourly assignments remaining 16.04.C.1 has been satisfied with respect to these three lists are considered "new or increased assignments."

For Spring 2010, hourly assignments for present BOT, CS, and BAD courses shall be made as described in 16.04.C.1 using the current BOT, CS, and BAD length of service lists and Departmental Procedures respectively, up to 40% per faculty member. Any remaining like load obligation shall be satisfied using the new merged length of service lists.

For Summer 2010, Fall 2010, and thereafter, hourly assignments for present BOT, CS, and BAD courses shall be made as described in 16.04.C.1 and the revised Departmental Procedures using the new merged length of service list.

Signatures on original