

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

Article 31: Working Conditions – General Conditions of Employment

March 12, 2024

31.12 Working Conditions for Off-Site Dual Enrollment Assignments. Restricted off-site dual enrollment classes, also known as College and Career Access Pathways (CCAP) dual enrollment classes are those classes taught at a high school during the normal bell schedule and whose enrollment is restricted to only high school students.

- A. Only AFA unit members who are contract faculty members in the department or are members of the departmental associate faculty pool will be assigned to teach a department's CCAP dual-enrollment classes.
- B. CCAP dual-enrollment classes will be assigned according to the provisions of Article 16. Instructors who decline an offer of a CCAP dual-enrollment class are entitled to an equivalent alternative offer if one is available in the order of the length of service list and prior to offers being made to faculty members lower on the LOS list.
- C. CCAP dual-enrollment classes may be assigned as District need assignments per 16.02.A.3
- D. Accepting a CCAP dual-enrollment class assignment is voluntary.
- E. The District will provide required, paid training opportunities in instruction of K-12 populations.
- F. CCAP class sizes will not exceed the class size on District sites.
- G. Instructors of CCAP courses maintain all Academic Freedom rights as provided in Article 9.
- H. The District will compensate instructors who have accepted a CCAP assignment for a 2-hour site orientation at the assigned location.

- I. CCAP dual enrollment courses will have the same number of instructional hours as provided in the course outline of record. Instructors will hold student consultation according to 32.02.C.
- J. Instructors who accept a CCAP dual enrollment are subject only to the job description outlined in Article 17.



Sean Martin, President
All Faculty Association



Dr. Angélica Garcia, Superintendent/President
Sonoma County Junior College District