

November 7, 2018

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT
AND THE PALOMAR FACULTY FEDERATION**

This Memorandum of Understanding (“MOU”) is entered by and between the PALOMAR COMMUNITY COLLEGE DISTRICT (“District”) and the PALOMAR FACULTY FEDERATION (“PFF”), collectively “the parties,” and is in relation to Appendix B: Workload Schedule.


The parties agree that the workload for the Reading Services Program (Reading Department) will be adjusted from a 24-hour load to 15-hour load (15 Lecture/ 15 Lab) for credit classes and a 20-hour load (20 lecture/20 lab) for non-credit classes, effective Spring 2019. Additionally, in order to provide faculty line-of-sight coverage for the lab, the workload for face-to-face lab hours not directly associated with a lecture class shall be 30 hours.

For Fall 2018, the 3 hours of lab represented in READ faculty assigned load will require one (1) hour of scheduled face-to-face time in the lab. Beginning Spring 2019, all lab hours required as a part of a course are paid and counted towards load; all faculty are to be scheduled to provide line-of-sight coverage in the Reading Lab accordingly for the duration of the course.

Any full-time faculty member in the Reading Department who is unable to make their contract load during the transition from 24 hours to 15 hours will be given a special project by the Vice President for Instruction to make up the difference in their contract load.


This agreement shall continue and be included in the next successor agreement unless modified under mutual agreement.

Dated: 11/7/18



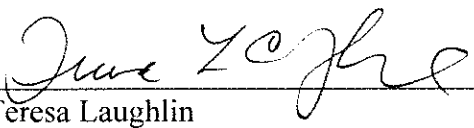
Lisa M. Norman, Ed.D., J.D.
Assistant Superintendent/Vice President, HR
Services, District Chief Negotiator

Dated: 11/8/18



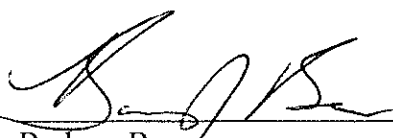
Jenny Fererro
Lead Negotiator, PFF

Dated: 11/8/18



Teresa Laughlin
Co-President, PFF

Dated: 11/7/18



Barbara Baer
Co-President, PFF