

APPENDIX D

MEMORANDUM OF UNDERSTANDING

CSEA, CHAPTER 707,
CLASSIFIED SENATE OF THE GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
AND THE GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

The concepts, privileges, and obligations embodied within the various laws and regulations which govern the decision making processes of the Grossmont-Cuyamaca Community College District define more than one role for representation of the nonacademic staff.

The Board recognizes the California School Employees Association, Chapter 707, as the exclusive bargaining agent for classified employees, other than those designated as confidential, supervisory, and management for issues within the scope of representation under section 3543.2 of the Government Code.

For the purposes required under section 51023.5 of Title 5, Chapter 4 of the California Code of Regulations, the Board generally defines the Classified Staff other than nonacademic managers, as the group of positions to provide "staff" the opportunity to participate in District and college governance. In pursuit of effective participation structures and procedures to facilitate this opportunity, the Board recognizes the Classified Senate as a professional organization promoting the interests of all classified, confidential, and supervisory staff.

Both organizations promote the professional contributions of their members to the success of the District, the development and growth of individuals, and foster communication between the District and staff and among employees themselves. For classified staff, other than confidential and supervisory employees, membership is not mutually exclusive. In fact, each organization is charged by code and/or District policy/procedures with the obligation to represent the recommendations and opinions of the classified staff. The California School Employees Association, Chapter 707 is additionally charged with the obligation to represent the collective interests and individual rights of all of their unit members.

With the understanding of those overlapping roles in the general promotion of classified employees' interests, the following outlines some specific charters for each organization:

The Classified Senate is organized to represent classified, including confidential and supervisory staff, in issues including, but not limited to, the following:




1. Promoting the shared governance process which develops and formulates policy and practice related, but not limited to, the following: a) the selection of administrative staff; b) in-service education; c) facilities and services; d) relations and communication among the various interest groups in the Grossmont-Cuyamaca Community College District community; e) finance and budget.
2. Providing a centralized means of communication between classified staff and the rest of the District community.
3. Articulating the professionalism of the classified staff so that it is properly recognized and valued.
4. Providing an opportunity to develop individual leadership among the classified staff, as well as increase the professional standards of its members.
5. Promoting and supporting activities that develop or increase skills, productivity, and professionalism.

CSEA negotiates and represents the classified bargaining unit in issues including, but not limited to, the following:

1. Promoting the shared governance process which develops and formulates policy and practice related, but not limited to, the following: a) the selection of administrative staff; b) in-service education; c) facilities and services; d) relations and communication among the various interest groups in the Grossmont-Cuyamaca Community College District community; e) finance and budget.

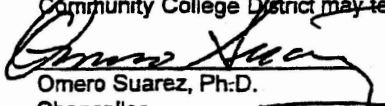
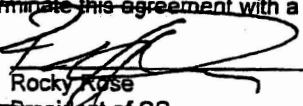
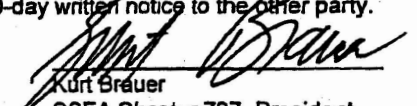
2. Wages, including salary schedule and placement, service recognition awards, professional growth awards, promotions, seniority, layoff, reemployment rights, and initial classification and reclassification.
3. Hours of employment, including pre-retirement reductions in contract.
4. Health and welfare benefits, including holidays and vacations.
5. Leave, transfer, and reassignment policies, including sick leaves, maternity leaves, bereavement leaves, military leaves, industrial accident leaves, personal necessity leaves, and unpaid leaves of absence.
6. Safety conditions of employment, including District-initiated disability leaves.
7. Procedures for the evaluation of the bargaining unit.
8. Procedures for processing grievances and disciplinary actions.

In developing and carrying out policies and procedures pursuant to shared governance, a) the District Governing Board shall ensure that its actions do not dominate or interfere with the formation or administration of any employee organization, or contribute financial or other support to it, or in any way encourage employees to join any organization in preference to another. In addition such procedures for staff participation shall not intrude on matters within the scope of representation under section 3543.2 of the Government Code. In addition, the District shall not interfere with the exercise of employees' rights to form and join/participate in the activities of organizations of their own choosing recognized either for the purpose of representation on all matters of employer-employee relations and/or shared governance. Nothing in this Memorandum of Understanding shall be construed to impinge upon or detract from any negotiations or negotiated agreements between CSEA Chapter 707 and the Governing Board.

		
Gail Standing	Sandy Beasley	Charleen McMahan
CSEA District Negotiator	Exec. Chair of CS	District Negotiator
Date: <u>3/22/94</u>	Date: <u>3/22/94</u>	Date: <u>3/22/94</u>

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3/22/94

Kurt Brauer, CSEA Chapter 707, President, on behalf of the Classified School Employees Chapter 707, and Omero Suarez, Ph.D., Chancellor, on behalf of the Governing Board of the Grossmont-Cuyamaca Community College District, mutually agree that the provisions of this Memorandum of Understanding shall remain in force for the purposes referenced in Educational Code Section 70901.2 regarding appointment of classified staff representatives to serve on a college or district task force, committee, or governance group. It is further understood that either CSEA, Chapter 707 or the Governing Board of Grossmont-Cuyamaca Community College District may terminate this agreement with a 30-day written notice to the other party.

		
Omero Suarez, Ph.D. Chancellor	Rocky Rose President of CS	Kurt Brauer CSEA Chapter 707, President
Date: <u>5-20-02</u>	Date: <u>MAY 16, 2002</u>	Date: <u>MAY 16, 2002</u>

Revised: 5/16/02