

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
COAST COMMUNITY COLLEGE DISTRICT
AND THE
COAST FEDERATION OF CLASSIFIED EMPLOYEES, LOCAL 4794**

**2018-19 PROFESSIONAL DEVELOPMENT FOR
CLASSIFIED COMMUNITY COLLEGE EMPLOYEE FUNDING
(AB 1840, Section 38)**

April 11, 2019

WHEREAS, five million dollars has been allocated in the 2018-19 California State budget for professional development for community college district classified employees; and

WHEREAS, the California Community Colleges Chancellor's Office ("CCCCO") used the Fall term 2017 community college district Full Time Equivalent ("FTE") Employee Annual Report to determine district classified FTE numbers; and

WHEREAS, the CCCCCO has allocated \$150,371 in funding for professional development for classified employees within the District based on the District's Fall 2017 FTE report; and

WHEREAS, the CCCCCO has advised the District that the 2018-19 Professional Development for Classified Community College Employees Funds may be carried over in the District's budget from the 2018-2019 fiscal year into the 2019-2020 fiscal year; and

WHEREAS, the March 26, 2019 *Guidance Memorandum for 2018-19 Professional Development for Classified Community College Employees Funds (#AA 19-14)* from the CCCCCO, attached hereto, guides the use of this funding to support the California Community Colleges *Vision for Success*; and

WHEREAS, the CCCCCO requires certification between the District and the exclusive bargaining representative of the following:

1. The community college district has consulted with the exclusive representative of its classified staff in determining what professional development services or opportunities are provided to classified community college employees; and
2. These funds will be used for classified professional development to support the *Vision for Success*, which is the strategic plan for the California Community College System. All factions use the *Vision for Success* in the System to insure our colleges will promote student success; therefore, it is important to use these goals to support classified advancement.

THEREFORE, after consultation, the District and CFCE agree to implement the use of the District's 2018-19 Professional Development for Classified Community College Employees Fund allocation as follows:

1. The District's allocation from the State will be disbursed in accordance with the District's budget model.

2. Each College's Professional Development Committee will be responsible for developing and implementing classified development activities and programs that align with the *Vision for Success* initiatives as established by the CCCCCO.
3. Each Professional Development Committee will form a sub-committee consisting of classified representatives from the Professional Development Committee and the Classified Senate, to review, discuss, and draft a plan for use of the funding.
4. Each sub-committee will prepare and administer a survey, to all classified staff, to determine priorities and interests before a plan is drafted.
5. Draft plans will be submitted to the District's Vice Chancellor of Human Resources for approval, before any expenditures against the fund are made, to ensure compliance with CCCCCO requirements.

The Parties acknowledge that this MOU satisfies the "meet and confer" certification requirements established by the CCCCCO in order to obtain and use 2018-2019 Professional Development for Classified Community College Employees (AB1840, Section 38) funding.

COAST COMMUNITY COLLEGE DISTRICT

COAST FEDERATION OF CLASSIFIED
EMPLOYEES

 4/11/19

Dr. Marco Baeza, CCCC Chief Negotiator/Date

 4/11/19

Connie Marten, CFCE Chief Negotiator/Date

Dr. Lorraine Prinsky, Board President/Date