

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

**QUALIFIED TEMPORARY EMPLOYEES
RECRUITMENT PREFERENCE**

May 7, 2019

WHEREAS, the impacts and effects of the District's Temporary Employee Transition Plan were bargained in their entirety via the April 11, 2019 CFCE MOU #19-6; and

WHEREAS, the parties defined "Qualified Temporary Employees" as short-term employees who have rendered competent and satisfactory services to the Coast Community College District ("District") during the 2016-2017, 2017-2018, and 2018-2019 fiscal years; and

WHEREAS, Qualified Temporary Employees may not have a break in service after July 1, 2019 for greater than 12 months in order to continue to be eligible for the recruitment preferences outlined herein and in CFCE MOU #19-6; and

WHEREAS, CFCE MOU #19-6 establishes preference for Qualified Temporary Employees in the screening process for recruited positions, the parties hereby agree to apply the following criteria to Qualified Temporary Employees in District recruitments:

- I. Eligibility for an Automatic Interview (Level 1)
 - a. The Qualified Temporary Employees must submit a complete application for the desired classified vacancy.
 - b. The Qualified Temporary Employee must meet the Minimum Qualifications for the position.
 - c. The job assignments performed by the Qualified Temporary Employee, during a majority of the eligibility period (July 1, 2016 through June 30, 2019), are in the same job family as the classified vacancy.

- II. Eligibility for an Automatic Final Interview (Level 2)
 - a. The Qualified Temporary Employees will be scored and ranked using the same job related criteria that all applicants for the position are assessed by.
 - b. A minimum of 2 Qualified Temporary Employees, if available in the pool, will be forwarded as finalists for a second interview.
 - i. Should 2 Qualified Temporary Employees not be ranked by the committee into the top 3 to 5 candidates, the next 2 Qualified Temporary Employees ranked in the pool shall be added to the final interview group, if available.

- III. Final Interview Criteria
 - a. The Qualified Temporary Employees will be scored and ranked using the same job related criteria that all finalists for the position are assessed by.

- b. The Director of Human Resources, upon completion of the final interviews, will add a confidential point factor system to the final interview scores of Qualified Temporary Employees(s).
- c. This point factor system will be maintained as a confidential tool and will not be released to employees or managers at large in order to protect the integrity of its application.

COAST COMMUNITY COLLEGE DISTRICT

COAST FEDERATION OF CLASSIFIED
EMPLOYEES

 5/7/19

Dr. Marco Baeza, CCCD Chief Negotiator/Date

 5-7-19

Connie Marten, CFCE Chief Negotiator/Date



Dr. Lorraine Prinsky, Board President/Date