

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT ("District"), the CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909 ("Federation").

TERMS

The District and the Federation (CCFT) agree to the following:

This MOU will allow Kelli Lyons to work on counseling curriculum development for the Spring 2019 Semester. Ms. Lyons agrees to meet the following requirements:


- Adhere to BP 4020, 5031, 3515, 4260
- Utilize resources in the Online Curriculum Handbook
- Work with division chair and faculty to modify existing curriculum
- Complete the Modification Proposal in CurricUNET
- Complete Course Outline Checklist in CurricUNET
- Complete Multicultural Anti-Bias Course Materials Checklist, if changing the textbook
- Submit the Modification Proposal
- Obtain Division Curriculum Rep and Chair Approval in CurricUNET
- Obtain Dean approval in CurricUNET
- Obtain VPAA approval in CurricUNET (Curriculum Chair and Specialist must approve as well)
- If the modification is deemed major, complete other associated tasks to ensure the modified course is ready for Curriculum Committee approval

Kelly will be compensated for 18 hours at her 2/3 lab rate for this work via 2/3 lab timesheet.

The terms of this MOU are non-precedential and do not create any historic practice.

By their signatures below, the signatories certify that they are authorized representative of either the District or the Federation and that any and all actions necessary for the parties to ratify and accept this MOU as a binding agreement have been completed in the manner required by that party. Upon the affixing of the signatures below, this MOU is entered into without the need for further ratification and acceptance.


ACCEPTED AND AGREED TO:



Debra Stakes, Ph.D.
President
CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909

1-15-19

Date



Jill Stearns, Ph.D.
Superintendent/President
SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

1.15.19

Date