

**Side Letter of Understanding
Associate Faculty Column and Step Placement**

**BETWEEN THE WEST VALLEY-MISSION COMMUNITY COLLEGE
DISTRICT AND THE WEST VALLEY-MISSION FEDERATION OF
TEACHERS, AFT 6554**

August 19, 2019

The West Valley-Mission Community College District (“District”) and West Valley-Mission Federation of Teachers (“WVMFT”) (collectively referred to herein as the “parties”) hereby enter into a side letter agreement as follows:

WHEREAS, Article 101.1 – Associate Member Compensation states: Effective June 30, 2019, or upon adoption of a successor to the 2018-2019 Agreement, whichever is later, the Associate Faculty Salary Schedule will prospectively include Columns C, D, E, and F with the same verification requirements and guidelines for movement across columns as full-time faculty; and

WHEREAS, Article 101.1 further states: No later than December 31, 2018, associate faculty members who worked during the Fall 2018 semester, and/or who have load scheduled for the Spring 2019 and/or Fall 2019 semesters may submit the requisite documentation to Human Resources for placement on Columns C, D, E, or F. Associate faculty are subject to the same documentation and verification requirements as full-time faculty. Members who do not provide any documentation by the December 31, 2018 deadline will be placed at Column B; and

WHEREAS, the Response of associate faculty to the opportunity to submit verification of education for movement on the salary schedule was very low; and

WHEREAS, The District and the WVMFT are very interested in affording the opportunity for as many associate faculty to take advantage of the opportunity for placement across the expanded associate faculty salary schedule;

NOW, THEREFORE, the parties hereby agree as follows:

1. The District will extend a second opportunity for document submission to those associate faculty with fall 2019 assignments who did not submit paperwork to Tuesday, September 3, 2019; and
2. The District will determine column placement for associate faculty who submit official transcripts based on the verified information provided; and
3. Those associate faculty who do not submit transcripts for consideration will be kept at column B unless the District, in its sole discretion, deems advancement to a higher column is appropriate based on the existing transcript material in each associate faculty member's personnel file; and
4. Any column placement adjustment made pursuant to this Side Letter for faculty fall 2019 assignments, shall be applied from the beginning of the member's fall 2019 assignment; and
5. Associate members who did not have a fall 2019 assignment shall submit official transcripts as documentation to support a change of column placement at the time of their next assignment. Members who do not provide official transcripts as documentation will be placed at Column B; and
6. Language governing column advancement in Appendix B, Section III (excluding subsection F.), will be incorporated into Appendix BB.

FOR THE WVMFT:

Kate Quigg

Dated: 19, August 2019

FOR THE DISTRICT:

[Signature]

Dated: 19 August 2019

**Letter of
Understanding
July 7, 2011**

The West Valley-Mission Community College District ("District") and the West Valley-Mission Federation of Teachers, ("WVMFT"), AFT 6554, hereby agree that when vacant, the positions of Director and Coordinator for the departments of Disabled Students Programs and Services and Extended Opportunities Programs and Services may be become administrative positions subject to the requirements outlined in Title V of the California Code of Regulations.

FOR THE WVMFT:

Kate Osuna

Dated: 19, August 2019

FOR THE DISTRICT:

[Signature]

Dated: 19 August 2019