

Memorandum of Understanding

This Memorandum of Understanding ("MOU") is entered into by and between the Santa Monica Community College District (the "District") and the California School Employees Association Chapter 36 ("CSEA") as of this 6th day of November, 2009.

WHEREAS, the California Community College system faces extraordinary budget cuts; and

WHEREAS, many educational institutions in California have implemented job furloughs and layoffs in response to the reduction in funding; and

WHEREAS, Santa Monica College is attempting to confront the significant shortfall in funding through approaches that do not result in reductions in hours or loss of jobs for its permanent workforce; and

WHEREAS, to reduce expenditures, Santa Monica College has reduced its Winter session by reducing the number of classes offered, holding all classes at the Main Campus, and eliminating evening classes;

WHEREAS, the reduced Winter session schedule requires that the hours and locations of certain classified employees be changed to accommodate this reduced schedule since no work would exist for certain employees if current schedules and locations were maintained;

WHEREAS, CSEA and the District have met and conferred concerning this matter and have reached an agreement to implement schedule changes for the Winter session so that no classified employee suffers a loss of wages,

NOW, THEREFORE, the District and CSEA agree as follows:

1. CSEA agrees that the hours and locations of the employees listed in Exhibit "A" attached hereto may be changed as set forth therein during the period from January 4, 2010, to February 11, 2010 ("Winter Session"). The hours and locations for these employees shall return to the schedule in effect prior to the change at the beginning of the Spring Semester on February 16, 2010. In the event that such a schedule change results in an unfair hardship to an employee, District and CSEA shall meet and confer to try to find a mutually agreed alternative to the change in schedule.
2. Any stipend that an employee is receiving pursuant to the collective bargaining agreement between CSEA and the District shall continue to be paid during the Winter Session notwithstanding the temporary change in working hours. It is the intent of the parties that any employee who works the revised schedule shall not suffer a loss of pay as result of this Agreement.
3. During the Winter Session, Parking Enforcement Officers shall be provided with communication equipment when working by themselves and, if working together, at least one of them shall have communication equipment.

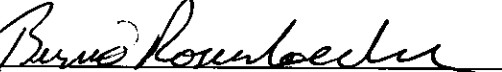


4. Upon request, the District agrees to approve an Unpaid Leave of Absence during Winter Session for any employee whose hours are being changed from an evening shift to a daytime shift as set forth in Exhibit A. Notwithstanding Section 7.10.2 of the collective bargaining agreement, the District will pay the full premium for health insurance benefits during such unpaid leave. Notwithstanding any other provision of the collective bargaining agreement, any employee who takes such an Unpaid Leave of Absence during the Winter Session shall be deemed in paid status for purpose of calculating seniority and longevity.
5. Upon request, the District will consider approving an Unpaid Leave of Absence for all or part of the Winter Session for any employee not set forth in Exhibit A. Notwithstanding Section 7.10.2 of the collective bargaining agreement, the District will pay the full premium for health insurance benefits during such unpaid leave. Notwithstanding any other provision of the collective bargaining agreement, any employee who takes such an Unpaid Leave of Absence during the Winter Session shall be deemed in paid status for purpose of calculating seniority and longevity.
6. In the event there is insufficient work within the Shuttle Driver job classification during the Winter Session, any such employee shall be reassigned to job duties that are consistent with his or her abilities as determined by the Vice President of Human Resources after consultation with CSEA. If there is insufficient shuttle work available, any shuttle work shall be assigned on a seniority basis.
7. In the event the District makes a request to change the schedule of any employee who is not set forth in Exhibit "A," such schedule change shall require the approval of CSEA and the employee. In the event that either CSEA or the employee do not agree to the schedule change, the employee shall perform work during his or her normal schedule.
8. This Memorandum of Understanding shall be subject to ratification by both parties. It updates and replaces a Memorandum of Understanding dated October 20, 2009.

Santa Monica Community College District

By 

Chapter 36/CSEA

By 

ACADEMIC COMPUTING Employee Name	Employee Classification	Current Work Location	Current Work Days	Current Work Hours	Winter Work Location	Winter Work Days	Winter Work Hours
Romano Vasquez	Academic Computing Instructional Specialist	Art 119	Mon-Fri	Normal: Mon-Fri 1:30 PM to 10:00 PM, Temporary: Mon-Fri 7:30 AM to 4:00 PM	Normal: Art 119, DH 203, Temporary: Fac & Staff Lab, Art 119	Mon-Fri	Mon-Fri 7:30 AM to 4:00 PM
Maja Korzeniewska	Academic Computing Instructional Specialist	B231	Mon-Fri	Mon-Thur 4:00 PM to 11:15 PM, Fri 1:30 PM to 10:00 PM	B231	Mon-Fri	Mon-Fri 7:00 AM to 2:30 PM
Larry Padilla	Academic Computing Instructional Specialist	B231	Mon-Fri	Mon-Thur 2:45 PM to 11:15 PM, Fri 1:30 PM to 10PM	B231	Mon-Fri	Mon-Fri 8:30 AM to 5:00 PM
Agnius Griskevicius	Academic Computing Instructional Specialist	B131	Mon-Fri	Mon-Fri 1:30 PM to 10:00 PM	B131	Mon-Fri	Mon-Fri 8:30 AM to 5:00 PM
Ramon Salcedo	Academic Computing Instructional Specialist	Cayton 203	Mon-Thur, Sat	Mon-Thur 2:45 PM to 10:00 PM Sat 7:45 AM to 4:15 PM	Cayton 203	Mon-Thur	Mon-Thur 9:45 AM to 5:00 PM Fri 7:45 AM to 4:15 PM
Mohamad Fakih	Academic Computing Instructional Specialist	Bundy Campus, B231	Sat-Wed	Sat-Wed 7:45 AM to 4:15 PM	Bundy Campus, B231	Mon-Fri	Mon-Fri 7:45 AM to 4:15 PM
ACADEMIC AFFAIRS							
Burke, Madeline	Dance Production Specialist	Dance	varies	25	Dance Dept	M-Th	TBA - before 5pm
Cancilla, Warren	Reprographics Technician	Reprographics	M-F	M-Th 1:00pm-10:00pm 8:30am-5:00pm	Reprographics	M-Th	6:00am-4:30pm
Contreras, Rigoberto	Reprographics Technician	Reprographics	M-Th	3:00am-1:30pm	Reprographics	M-Th	3:00am-1:30pm
Fredrickson, Donald	Accompanist	PAC Classrooms and PAC202A	M-Th	25 hours	PAC 202A	M-Th	10:30am-5:15pm (25 total)
Gray, Gary	Accompanist	PAC Classrooms and PAC202A, IA Studio Stage	M-Th	32 hours	PAC 202B	M-Th	9:30am-6:00pm (32 total)
Hershon, Bob	Multimedia Computer Lab Specialist - AET	AET	Tu - F Sat	11:00am - 8:00pm 8:00am - 5:00pm	AET	M-F 8am - 5pm	40 hours
Ishimaru, Randall	Lab tech-Chemistry	Physical Science	M-F	2:00PM-10:30PM (40hours)	SCI	M-F	8:30am-5:00pm
Looney, Brant	Systems Analyst	AET	M-F	variable	AET	M-F 8am - 5pm	40 hours
Courtney, Margurite	Photo Lab Technician	Main Campus	Mon, Fri	5:30-9:30	Photo Lab	M-Th	11:00pm-4:30pm
Mirsky, Ann	Media Resource Assistant	Modern Language LRC	M - Th and Sat	4:00pm - 10:00pm, M-Th and 11:00am - 3:00pm on Saturday	Modern Language LRC	M-Th	10:00am - 5:00pm
Monroe, Nicole	Admin Clerk	Science LRC	M - Th and Sat	4:00pm - 10:00, M-Th and 11:00am - 3:00pm on Saturday	Modern Language LRC	M-Th, F	M-Th 11:30am - 5:00pm 10:30 - 5:00 p.m.
Nakamura, LeRoy	Media Services Technician	Media Services	M-F	M-Th 1:00pm-10:00pm 8:30am-5:00pm F 8:30am-5:00pm	Media Services	M-Th	5:30am-4:30pm
Ozaeta, Miguel	Reprographics Technician	Reprographics	M-F	M-Th 1:00pm-10:00pm 8:30am-5:00pm	Reprographics	M-Th	6:00am-4:30pm
Prong, Ben	Multimedia Computer Lab Specialist - AET	AET	M-F	1pm - 10pm	AET	M-F 8am - 5pm	40 hours
Sealana, Aurora	Library Lead Assistant	Library	M - Th and Sat	Works until 1pm - 10pm, M-Th, Friday 8am - 5pm	Library	M-F	8:30am - 5:00pm
Smith, Peter	Technical Assistant	PAC Broad, Edge 2nd Space & 109	M-Th	20 hours	PAC 109	M-Th	10:00am-3:00pm (20 total)
Windish, Marge	Admin Assistant	PAC 211	M-F	40 Hours	PAC 211	M-F	8:00am-4:30pm (40 total)

	Gonzalo Cabrea	Lab tech-Biology	Main Campus	M-F	2:00 p.m. - 10:30 p.m.	Main Campus	M-F	8:30 a.m. - 5:00 p.m.
POLICE								
	Adshade, Thomas	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Cisneros, Ed	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Dindial, Barose	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Henry, Ashward	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Hernandez, Linda	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Hudson, Gayle	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Kagan, William	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Mitchell, Michal	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Virgen, Juan	PEO	Police Dept	Jan Off		Police Dept	February schedule as above	
	Walter, Craig	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	Williams, Joel	PEO	Police Dept	Mon - Fri	1400 - 2230	Police Dept	Mon - Thurs, Alternating Fridays	0830 - 1800; 0830-1700 Alternating Fridays
	These employees receive the 5% stipend Alternating Fridays hrs. would be used for training 0800 - 1630 Hrs							
TRANSPORTATION								
	Brown, Tim	Van Driver	Madison/Bundy	Mon-Thurs	7:00am - 6:00pm	Bookstore	Mon - Fri	7:30am - 4:30pm
	Burke, Ron	Van Driver	Madison/Bundy	Mon - Fri	7:30am - 4:30pm	Bookstore	Mon - Fri	7:30am - 4:30pm
	Zimmerman, Adrienne	Van Driver	Madison/Bundy	Mon - Fri	9:00am - 6:00pm	Bookstore	Mon - Fri	7:30am - 4:30pm
BURSAR'S OFFICE								
	Romo, Veronica	Cash Receipts Coordinator	Main Campus	Mon - Th, Fri	12:00pm - 8:30pm; 8:00 - 5:00	Main Campus	Mon - Fri	8:00am - 5:00pm
	Fisher, Marie	Cash Receipts Clerk	Main Campus	Mon - Th, Fri	12:00pm - 8:30pm; 8:00 - 5:00	Main Campus	Mon - Fri	8:00am - 5:00pm
	Maraten, Michael	Cash Receipts Clerk	Main Campus	Mon - Th	3:30pm - 8:30pm	Main Campus	Mon - Th	12:00pm - 5:00pm

WINTER INTERSESSION
2010

Employee Name	Employee Classification	Current Work Location	Current Work Days	Current Work Hours	Winter Work Location	Winter Work Days	Winter Work Hours
Paul Williams	Tutoring Coordinator	Math Lab	Monday-Friday	10-6:30 p.m.	Math Lab	Monday-Friday	8-5:00 p.m.
Jeff Kolby	Instructional Aide	Math Lab	Monday-Thursday	5:15-10:15 p.m.	Math Lab	Monday-Thursday	Leave of Absence
Judith Mosher	Instructional Aide	Math Lab	Monday-Thursday	2-7:00 p.m.	Math Lab	Monday-Thursday	12-5:00 p.m.
Randy Smith	Instructional Aide	Math Lab	Monday-Thursday	2:30-7:30 p.m.	Math Lab	Monday-Thursday	2:30-5:00 p.m.
Greg Rutledge	Stage Construction Tech-- Sound	Theater	Monday-Friday	Flexible (20 hours)	Theater	Monday-Friday	1-5 p.m.
Kristie Rutledge	Costume Designer	Theater	Monday-Friday	Flexible (20 hours)	Theater	Monday-Friday	1-5 p.m.
Samantha Wright	Costume Designer	Theater	Monday-Friday	Flexible (20 hours)	Theater	Monday-Friday	1-5 p.m.
Sean Conlin	Stage Construction Tech-- Lighting	Theater	Monday-Friday	Flexible (20 hours)	Theater	Monday-Friday	1-5 p.m.
Brennan Wheeler	Lab Tech	AET	T,W,Th,F,Sat	8:00a.m-5:00p.m.	AET	Monday-Friday	8:00a-5:00p
Kham Ha	Lab Tech	Phy Sc	Monday-Thursday	10:30a.m.-8:00p.m.	Phy Sc	Monday-Thursday	7:30a.m.-5:00p.m.
Nicolas Barcliff	Instructional Assist	English	Monday-Wednesday	Flexible (20 hours)	Drescher Hall	Monday-Thursday	10-3p.m.
Barbara Shelbert	Instructional Assist	English	Monday-Thursday	Flexible (20 hours)	Drescher Hall	Monday-Thursday	10-3p.m.
Sheila Walsh	Instructional Assist	English	Tuesday-Friday	Flexible (20 hours)	Drescher Hall	Monday-Thursday	10-3p.m.
Janice Yudell	Instructional Assist	English	Monday-Thursday	Flexible (20 hours)	Drescher Hall	Monday-Thursday	10-3p.m.