

**Memorandum of Understanding  
Emergency Measures in Response to COVID-19 Pandemic  
2021 Summer Intersession**

This agreement is between the Citrus College Faculty Association (“Association”) and the Citrus Community College District (“District”). In response to the continuing and evolving pandemic related to the COVID-19 virus and in furtherance of public health concerns and needs, consistent with state and county requirements and the Citrus College Reopening Plan: An incremental approach, the District has determined that it is in the best interest of its faculty and students to provide limited on-campus instruction and student services and to implement alternative online means of providing instruction and student support services for the summer 2021 intersession. In response to the decision to provide students with instruction and student support services primarily remotely, the District and the Association agree as follows:

1. Programs on Campus:

a) Consistent with the District’s reopening plan, faculty in the following areas may be assigned to teach classes/student services held on-campus: Health Sciences, Automotive and Medium Heavy Truck, Kinesiology, Visual and Performing Arts, Physical Science Labs and Library. The Association will be provided access to the proposed safety plans and to provide input for each of these programs.

b) For faculty teaching any on-campus class during the summer 2021 intersession, additional compensation will be provided for two (2) hours per day for class preparation specifically related to COVID-19 requirements based on the Administrative Leadership rate (\$61.16) currently provided for under the collective bargaining agreement.

These hours will be documented on a timecard. If any additional preparation time is required outside of class meeting times and/or days, it will be documented on a timecard and subject to the oversight of the Division Dean.

c) Unit members are encouraged to participate in District @One online facilitated training. The first course, “Introduction to Online Teaching and Learning” (IOTL), and other online training opportunities will continue to be made available to unit members. Unit members who completed the “Introduction to Online Teaching and Learning” (IOTL) during or after the

2021 summer intersession, or who will complete IOTL online training by the end of the 2021 summer intersession, will receive a \$500 one-time stipend. Additionally, unit members, who have previously completed IOTL, who complete an additional facilitated @one course by the end of the 2021 summer intersession, will be eligible for this stipend. The stipend will be paid upon completion of the @One training.

2. Continuity of Collective Bargaining Agreement

All provisions of the collective bargaining agreement, except as may be modified as set forth above, shall continue to be fully operative. In the event that any further modifications to the collective bargaining agreement, board policy or administrative procedures within the scope of bargaining, or any other action impacting issues within the scope of bargaining are needed, the District and the Association will meet remotely to discuss.

3. Faculty Access to Campus and Offices:

It is recognized that a need may arise for unit members to have access to their offices or work locations. To accommodate such a need, unit members may be permitted to be physically on campus in accordance with a written procedure setting forth the approval process to come on campus and the protocols that must be followed. Any such request will be made by the unit member to his/her Dean or Director and the unit member shall be provided and sign an acknowledgment of the protocol form.

4. Term of Memorandum of Understanding

This Memorandum of Understanding will be effective upon the date set forth below and will continue in effect through the summer 2021 intersession.

Dated: June 28, 2021

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For the District

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For the Association