AGREEMENT

Between

CITRUS COLLEGE FACULTY ASSOCIATION

and

CITRUS COMMUNITY COLLEGE DISTRICT

January 1, 2005 through December 31, 2006

(Settlement Agreement - May 5, 2005)

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ARTICLE 1 - AGREEMENT

1.1 This agreement is made and entered into by and between the Board of Trustees of the CITRUS COMMUNITY COLLEGE DISTRICT, whose address is 1000 West Foothill Boulevard, Glendora, California 91741-1899 (hereinafter designated as the "District" or "Board") and the CITRUS COLLEGE FACULTY ASSOCIATION (hereinafter referred to as the "Association"), an employee organization. The Association is a chapter of the California Teachers Association.

1.2 It is agreed that if the Association changes its legal names to the Citrus College Faculty Association/California Teachers Association/National Education Association, this Agreement shall be applicable to and enforceable by the Association.

1.3 This Agreement is entered into pursuant to Chapter 10.7, Sections 3540-3549.3 of the Government Code.

1.4 The bargaining unit and the District agree to mutually review the correct titles and document names where appropriate.

ARTICLE 2 – RECOGNITION

2.1 The Citrus Community College District hereby confirms its recognition of the Citrus College Faculty Association, which is a local chapter of the California Teachers Association and is affiliated with the National Education Association, as the exclusive representative for the following academic unit.

2.1.1 Included: All probationary, contract, and regular classroom teachers, counselors, librarians, department chairmen, and nurses (hereinafter referred to as "Faculty" or "Unit Members").

2.1.2 Excluded: All management personnel as defined in Government Code 3540.1.

2.1.3 Others also excluded:

All casual/limited term or temporary personnel such as substitutes of any description.

2.1.4 Part-time hourly personnel.

Other personnel whose primary employment is not with the District, or who have no reasonable expectation of continuous, regular employment with the District.

2.1.5 District designated confidential personnel, such as Secretary to the Superintendent/President.

2.1.6 All classified and other non-academic personnel.

2.2 The Association and the District agree that this represents the appropriate unit and that they will not seek by any means other than those specified below to amend or change in any way the unit described herein during the period of time this agreement is in effect. The Association and the District shall have the right to seek unit clarification by PERB proceedings on any new titles not specified in the above unit description. Nothing agreed to herein will prevent adjustments to the unit to be made upon mutual agreement of the District and the Association.

2.3 Disputes concerning this Article are not subject to the grievance provision of Article

ARTICLE 3 – ASSOCIATION RIGHTS

3.1 Access

3.1.1 Authorized Association representatives shall, in accordance with the conditions noted herein, have the right of reasonable access to District facilities for the purpose of contacting unit members and transacting lawful Association business.

3.1.2 In no event shall Association business interrupt or interfere in any way with classroom teaching hours or other official college-assigned responsibilities unless approved by the District.

3.2 Distribution and Posting of Materials

3.2.1 The Association may distribute organizational literature on District property, provided it conforms to the content restrictions in Article 3.4 hereof, and does not interfere with District business. No person shall distribute literature on District property in a place or manner which distracts unit members who are performing their assigned duties. Literature may be distributed, or left for pickup in coffee rooms, faculty rooms, and in other appropriate site locations as designated by the Superintendent/President or the Superintendent/President's designee.

3.2.2 The Association shall have the right to post notices of Association concern (consistent with Article 3.4 hereof) on bulletin boards, at least one of which shall be provided by the District in each work location in an area frequented by unit members.

3.3 Use of Campus Communication Resources

The Association shall have reasonable use of the college mail boxes, telephone voice mail, and email to distribute organizational material which conforms to the content restrictions of Article 3.4 hereof. The Association shall provide the Superintendent/President's office the first copy of all materials for faculty-wide distribution through the school mail system. The Superintendent/President shall be included in the distribution through the school mail system. The Superintendent/President shall be included in the distribution list for all materials for faculty-wide distribution through the school's voice mail and email. This language is not intended to infringe on unit member's rights under the 1st Amendment to the U.S. Constitution.

3.4 Content Restrictions

Any literature must be dated and must identify the person and organization responsible for its promulgation.

ARTICLE 3 – ASSOCIATION RIGHTS (continued)

3.5 Name and Assignments

By the 4th Monday of each semester, the District shall furnish the Association, without charge, a list of the names and assignments of all unit members.

3.6 Representation Rights

The Association has the right to represent unit members in their employment relations with the District. Upon request of a unit member, the Association shall be entitled to represent such person in matters involving contemplated discipline or discharge of the unit member, or processing of an alleged grievance or dispute, and to accompany such person to review the unit member's personnel file.

3.7 Released and Reassigned Time

3.7.1 The Association shall be granted release time of .70 FTE (70%) annually to represent the Association in meeting and negotiation sessions and for the processing of grievances. This released time may be banked and used within a three-year period and distributed at the discretion of the Association. The request to use the released time must be submitted to the appropriate Vice President and the Vice President of Human Resources and approved by the appropriate Vice President prior to finalizing the schedule for the next semester. For the purposes of negotiating re-openers for the second year of this contract (2006), which will occur in Fall 2005, union negotiators may borrow release time, if necessary, from the following fiscal year's allotted released time (2006) if appropriate notification and approvals are requested from both the appropriate Vice President and the Director of Human Resources.

3.7.2 The Citrus College Academic Senate shall receive 1.00 FTE (100%) reassigned time annually to be distributed at the discretion of the Senate. The 1.00 FTE includes the reassigned time for the Curriculum Committee Chair. The request to use the reassigned time must be submitted to the appropriate Vice President and the Vice President of Human Resources and approved by the appropriate Vice President prior to finalizing the schedule for the next semester.

3.8 Access Rights

The Association shall have access, upon request and at reasonable times and in a reasonable manner, to all District, County, State and Federal reports that the District completes for, or receives from, the aforementioned governmental levels, and that are public record. The Association shall be responsible for reproducing copies of same at the Association's expense.

ARTICLE 3 – ASSOCIATION RIGHTS (continued)

3.9 Dues and Service Fee

3.9.1 The Association and the District agree that each unit member in the bargaining unit shall contribute equally toward the cost of administration of this Agreement by the Association and for the representation of unit members in the bargaining unit by the Association.

3.9.2 By November 1 of the year covered by this Agreement, all unit members will pay the annual unified (NEA/CTA/CCFA) dues or authorize the deduction of this amount in installments from the 10 regular monthly payroll warrants. Should a unit member choose not to join the Association, a service fee equal to the unified dues will be paid by the unit member in the manner prescribed above.

3.9.3 In the event a unit member is hired after September 1 of the year covered by this agreement, the unit member will be assessed a fee prorated for the number of months remaining under this Agreement.

3.9.4 The dues deduction authorization shall be revocable upon written notice by the unit member and such revocation shall be effective commencing with the next pay period after its receipt. On a monthly basis, the District shall draw its order upon the funds of the District in favor of the Association for an amount equal to the total of the dues deductions and shall furnish to the Association a list of all unit members affected together with the amount deducted for each.

3.9.5 Should a unit member elect to revoke the dues deduction authorization, the unit member remains bound by this Agreement to pay the service fee or any fraction of the fee remaining unpaid at the time of revocation as a condition of continued employment. The Association agrees to pay to the District all legal fees and legal costs incurred by the District in the dismissal of any certificated employee pursuant to the agency fee provisions of this Agreement. The Association shall pay to the District any legal fees and legal costs incurred in defending against any court action and/or administrative action before the Public Employment Relations Board, or any other body, challenging the legality or constitutionality of the agency fee provisions of this Agreement or their implementation.

The Association shall have the exclusive right to decide and determine whether any such action or proceeding shall or shall not be compromised, resisted, defended, tried, or appealed. Prior to making such a decision, the Association shall confer with a designated representative from the District in an effort to reach mutual agreement as to whether the action or proceeding shall or shall not be compromised, resisted, defended, tried, or appealed.

3.9.6 Any unit member who is a member of a religious body whose traditions, teachings or tenets include objections to joining or financially supporting employee organizations, shall not be required to join, maintain membership in, or financially support the Association as a condition of employment; except that such unit member shall pay, in lieu of a service fee, a sum equal to such service fee to one of the following nonreligious, nonlabor organizations, charitable funds exempt from taxation under Section 501(c)(3) of Title 26 of the Internal Revenue Code:

(1) Citrus College Faculty Association Scholarship Fund
(2) Citrus College Foundation General Fund
(3) Citrus College Foundation Scholarship Fund
(4) Foundation to Assist California Teachers

One tenth of the representation fee which would have been paid will be deducted each month for ten months from that employee's pay warrant and deposited in the designated account for one of the organizations listed in this section.

3.9.7 If a unit member holds conscientious objections pursuant to this Article and requests the Association to use the grievance procedure or arbitration procedure on the unit member's behalf, the Association is authorized to charge the unit member for the reasonable cost of using such procedures.

ARTICLE 4 – BOARD'S RIGHTS

4.1 It is understood and agreed that the Board of Trustees retains all rights, powers, privileges, functions and authority to direct, manage and control the operations of the District to the full extent authorized by law, except as limited by the terms of this agreement and the Educational Employment Relations Act, California Government Code Sections 3540 et seq. and described in the California Public Employee Relations (CPER) publication "Pocket Guide to the Educational Employment Relations Act," December 1994 (Revised Edition) published by the California Public Employee Relations Program, Institute of Industrial Relations, University of California, Berkeley, as may be subsequently revised.

4.2 It is understood that all Board Policies which fall within the scope of negotiations will not be adopted or revised without a negotiated agreement between the Board and the Association.

4.3 The parties agree that during the term of this agreement the Board shall not change any Board Policy or Administrative Regulation which is related to wages, hours of employment or other terms and conditions of employment, unless agreed to by both the Board and the Association. "Terms and conditions of employment" mean health and welfare benefits as defined by Section 53200 of the Government Code, leave, transfer and reassignment policies, safety conditions of employment, class size, procedures to be used for the evaluation of employees, organizational security pursuant to Section 3546, procedures for processing grievances pursuant to Section 3548.5, 3548.6 and 3548.8, and the layoff of probationary academic school district employees, pursuant to Section 44959.5 of the Education Code.

4.4 The Board agrees not to initiate any new policy which would relate to wages, hours of employment or other terms and conditions of employment without prior agreement from the Association. The Board also agrees that it will not change any Board Policy which does not currently relate to wages, hours of employment or other terms and conditions of employment so as to come under the jurisdiction of this article.

4.5 Misapplication or failure to carry out Board Policy covered by this article be grievable under the Grievance Procedure of this Agreement.

4.6 In the event that there is a conflict between Board Policy and the Agreement, then the Agreement language shall take precedent.

ARTICLE 5 – UNIT MEMBER'S WORK YEAR

5.1 The work year for all unit members for the regular school year shall be 176 days. All unit members who are under contract other than the regular school year of 176 days shall be as follows:

5.1.1 - 10 ½ month employees shall be responsible for an additional 10 working days to be approved by the Superintendent/President or his designee.

5.1.2 - 11 month employees shall work an additional 20 days which shall be approved by the Superintendent/President or his designee.

5.1.3 – 11 ½ month employees shall work an additional 30 days which shall be approved by the Superintendent/President or his designee.

5.1.4 – 12 month employees shall work 40 additional days which shall be approved by the Superintendent/President or his designee.

5.2 Unit members shall not earn vacation time.

5.3 The maximum combined lecture-laboratory teaching load for a unit member shall be assigned as provided by the loading formula in Administrative Regulation 4136, Teaching Load Standards, but in no case shall exceed 32 hours per week for all classes.

5.4 Each unit member shall have five (5) student/teacher conference hours per week, consisting of at least one hour for each day a teaching unit member has an assigned class on campus

ARTICLE 6 – NON-DISCRIMINATION

6.1 The District and the Association agree to cooperate in a policy of equal opportunity for all employees. Discrimination because of race, creed, age, sex, political affiliation, lifestyle, physical handicap or Association activity is expressly prohibited.

Sexual harassment shall be considered discrimination under this Article.

Disciplinary action will be taken against employees and supervisors who engage in any activity prohibited under this Article.

The District agrees to take corrective action to ensure that such practices are remedied and that such discrimination does not continue. Reprisal against a grievant or witness for a grievant is prohibited.

Allegations of discrimination are not subject to the provisions of Article 12 of this agreement, entitled, "Grievance Procedure." Any charges of discrimination by a unit member will be adjudicated first through the District's discrimination complaint procedure and then, if desired, the appropriate governmental agency.

ARTICLE 7 - ACADEMIC FREEDOM AND INTELLECTUAL PROPERTY

7.1 Academic Freedom

The unit member shall have the academic freedom to seek the truth and guarantee freedom of learning to the students. (See District policy)

7.2 Intellectual Property

The unit member shall have the right to intellectual property created by that unit member as defined in District policy

ARTICLE 8 – SALARIES

8.1 Faculty Salary Schedules – General Guidelines

8.1.1 Salaries of individual faculty members will be established in accordance with the salary schedule and all the provisions governing its use.

8.1.2 Units counted toward advancement on the salary schedule must be graduate units earned at an institution accredited by one of the regional associations such as, Western Association of Schools and Colleges. Undergraduate units which have been given prior approval by the appropriate Vice President may also be counted toward advancement. Graduate units earned at foreign colleges or universities must be approved in advance by the appropriate Vice President. Foreign transcripts must be translated and evaluated for equivalency by a bonafide U.S. evaluation service.

8.1.3 Unit members who plan to advance from one salary classification to another must notify the Human Resources Office at the time the advancement is to become effective. The salary will not be changed until all units claimed for the change are officially verified. A change will be made in salary advancement due to the accumulation of units on the first of the month following verification.

8.1.4 It is the responsibility of the individual to notify the Human Resources Office of any error in placement on the salary schedule. Errors discovered either by the employee or the District will, in every case, be recovered to the extent allowed by law either by the District or by the employee, depending upon in whose favor the error was made.

8.1.5 Each faculty member shall be granted one increment on the salary schedule for each year of satisfactory service until the maximum number of increments is reached. Satisfactory service shall be defined as having received "satisfactory" on the latest evaluation (See Board Policy on Tenure and Evaluation).

8.1.6 Whenever, for any cause, the work of a unit member is designated as "unsatisfactory" by the unity member's evaluation team on the evaluation form, class or step increments may be withheld until improvement is effected.

8.1.7 In moving from any salary class to another, a unit member may not advance more than one step for each year of service to the college.

8.1.8 Unit members shall make satisfactory professional growth in order to advance on the salary schedule. Evaluation shall be made in accordance with Administrative Regulation 4131. Unit Members who do not meet satisfactory professional growth shall be given one year in which to show improvement. Failure to make satisfactory improvement after notification shall result in no salary advancement.

ARTICLE 8 – SALARIES (continued)

8.1.9 The District will continue to pay all unit members with an earned doctorate degree an additional 6.4% of Class I, Step 1. The doctorate shall be earned at an institution accredited by one of the regional associations.

8.1.10 When unit members reach Class IV, Step 14, on the salary schedule, they become eligible, subject to recommendation of the Superintendent/President, to receive seven (7) anniversary increments for professional growth (5.8% of Class I, Step 1). The first anniversary increment will be granted after the individual has been on Class IV, Step 14, for a period of four (4) years (18th Step). The other six anniversary increments will be spaced four (4) years apart and will be granted on the 22nd, 26th, 30th, 34th, 38th, and 42nd Steps . (For clarification purposes, the first anniversary increment received is considered that person's 18th step on Class IV.)

8.2 Salary Schedules

8.2.1 Appendix A, Faculty Salary Schedule will reflect an increase equal to:

2.5% effective January 1, 2005, on schedule from this date forward.

2.0% of each employee's annual base salary to be paid in equal payments beginning January 1, 2006 and completed by June 30, 2006. This is an off-schedule one-time bonus.

8.2.2 Citrus College Leadership Program

A leadership program for full-time faculty is established to encourage professional growth and includes opportunities for full-time faculty to gain experience in administrative work (general and instruction/student services) and extra-curricular activities (the performing arts and athletics). The program is outlined, including compensation, in a flyer on file in the Office of Human Resources (title CITRUS COLLEGE LEADERSHIP PROGRAM FOR FULL-TIME FACULTY).

8.3 Definition of Salary Class

8.3.1 Class I

8.3.1.1 LIFE Credential OR Minimum Qualifications as defined by Education Code Sections 87355 and 87356.

8.3.2 Class II

8.3.2.1 Master's degree including 40 graduate level semester units beyond Bachelor's degree.

ARTICLE 8 – SALARIES (continued)

8.3.3 Class III

8.3.3.1 Master's degree including 60 graduate level semester units beyond Bachelor's degree.

8.3.4 Class IV

8.3.4.1 Master's degree including 80 graduate level semester units beyond Bachelor's degree.

8.3.4.2 The structure of 1989-90 faculty schedule will be maintained for those current vocational instructors who have been moving on the "vocational track" until such time as they can be transferred to the current salary schedule, as a result of increased education, without decreasing their annual salary.

8.4 Pay Schedule for Department Chairmen

8.4.1 Regular Day

8.4.1.1 The base pay for all Department Chairmen shall be 9.4% of Class I, Step 1 on the Faculty Salary Schedule for the first four full-time faculty supervised including the Department Chairman.

8.4.1.2 An amount equal to ½ % of Class I, Step 1 on the Faculty Salary Schedule shall be added to the Chairmen's base pay for each full-time unit member over four. For unit members who teach in more than one department, this amount will be prorated to the appropriate chairmen.

8.4.1.3 Up to one-fifth ($1/5^{th}$) of the Department Chairmen's teaching load may be assigned to other departmental duties subject to the approval of the Vice President of Instruction and the Superintendent/President.

8.4.2 Adjunct Faculty

For each part-time teacher (excluding full-time teachers) 1/4 % of Class I, Step 1 per semester will be paid to each Department Chairman for coordinating and supervising the adjunct program and evaluating adjunct instructors. This compensation will be a part of the chairman's regular monthly paycheck.

ARTICLE 8 – SALARIES (continued)

8.4.3 Departments

The following departments are established at Citrus College:
Behavioral Sciences
Biological Sciences
Business/Computing & Information Systems
Cosmetology
Counseling
Fine Arts
Foreign Languages
Health Occupations
Health, Physical Education and Athletics
Language Arts
Mathematics
Transportation Technology
Music
Physical Science and Engineering
Public Services
Social Sciences

8.5 Hourly Rate

8.5.1 Hourly Non-teaching Rate

Hourly rate for all non-teaching faculty shall be set at 1/1000th of Step 1, Class I, of the Faculty Salary Schedule.

8.5.2 Discontinued Classes for Faculty Overload

Faculty who have classes cancelled because of inadequate enrollment shall receive 1/1000th of Step 1, Class I of the Faculty Salary Schedule for each hour the class has met.

8.5.3 Direct Deposit

The District shall pay the administrative costs associated with direct deposit of pay warrants to all participating financial institutions for all unit members who elect to subscribe to such service. The District shall not be responsible for errors or missed deadlines which might occur between the Los Angeles County of Education and the employee's financial institution. If an error occurs, the District will assist the employee in getting the direct deposit error corrected

ARTICLE 9 – REDUCED TEACHING LOAD WITH FULL RETIREMENT CREDIT

9.1 The Board may permit a full-time unit member to reduce his or her workload from full-time to part-time and have his or her retirement benefits based upon full-time employment. Following are the rules and regulations for the implementation of the optional reduced load program with full retirement credit.

9.2 To be eligible to start the optional reduced load program, the unit member must be fifty-five (55) years of age or more before the beginning of his or her academic year in which the reduction in workload starts.

9.3 The option of reduced load shall be exercised upon mutual agreement of both the District and the unit member. The agreement requires official Board of Trustees approval and the required approval from the State Teachers' Retirement section at the Los Angeles County Office of Education. Once the option is exercised, it is not revocable unless agreed to by the Board.

9.4 The unit member must have been employed full-time (100%) as an academic employee of the District for at least ten (10) years prior to the request for reduced load.

9.5 Except for the reduction in salary, corresponding to the reduced load, the District will provide the reduced-load employee the same benefits provided a regular full-time (100%) academic employee.

9.6 The District and the unit member shall agree to make contributions to the State Teachers' Retirement System equal to the amount required of a full-time (100%) instructor.

9.7 A unit member on the optional reduced load program, upon mutual agreement with the District, as a minimum shall work:

- 100% the Fall semester and zero the Spring semester; or
- Zero the Fall semester and 100% the Spring semester; or
- 50% each semester; or
- any assignment that will average 50% or more for the two semesters of the academic year.

9.8 By mutual agreement of the District and a unit member, the optional reduced load program may be increased or decreased within the Educational Code limitations, but shall not be decreased lower than an average of 50%.

ARTICLE 9 – REDUCED TEACHING LOAD WITH FULL RETIREMENT CREDIT (continued)

9.9 If a unit member has been granted sabbatical leave within the five (5) years immediately preceding the request for the optional reduced load, the sabbatical year will be counted as full-time (100%) employment only if the unit member and the District paid into the retirement system the contributions necessary to bring the total contributions for the sabbatical year to 100% coverage.

9.10 Unit members who participate in this program will retain all full-time tenure rights but shall not have the option of returning to a full-time teaching position unless so agreed upon by the Board. This reduced load program shall be the precursor to the retirement of the unit member.

9.11 An applicant for the optional reduced load program shall inform the Superintendent/President of the intention to make application for the optional reduced load program no later than February 1st for the following academic year.

ARTICLE 10 – UNIT MEMBER BENEFITS

10.1 The unit member benefit package shall include mandatory medical, dental, vision, and prescription insurance for those who do not have coverage by another source. New unit members shall select a program and process required documents for unit member benefits within thirty (30) days of their date of employment or such benefits may be lost until the next available open enrollment period. It is the District's responsibility to inform the new employee of the available options. Unit member benefit monies remaining after selection of options may be used for other programs available through District payroll deduction except as restricted in Article 10.2. The effective date for these benefits will be the first of the month following the first day of service, provided that ten working days in the month prior have been satisfied.

10.1.1 The District shall contribute for the current contract enough to fund the 2001-03 coverage for unit members and their dependents for medical insurance. The District shall provide monies for the same dental and vision coverage as in the 2001-03 contract. Any change of provider or level of coverage for medical, dental, or vision insurance will be brought, upon recommendation by the District's Insurance Committee to the Association for approval by its members.

Changes in the agreement between the District and the District's medical provider that increase current benefits or clarify language, but do not decrease the level of current coverage, will be deemed accepted by the Association and the District. Representatives of the bargaining units will be provided with the language changes. The District will not assume the responsibility for any decrease in the level of coverage initiated by the provider after agreement is reached on the fringe benefit package.

10.1.2 All tax shelter amounts previously created through use of excess allotments shall be maintained at no more than the 1981-82 level ($71.00), except as indicated in Article 10.2

10.2 For employees who have medical coverage elsewhere, there shall be funds available and apportioned as follows: the same allotment as in 10.1.2, plus 20% of the single party HMO rate, in place in the current contract, contributed to the affected unit member's tax sheltered annuity, and 80% to the District insurance programs.

10.3 The District shall provide each unit member term life insurance with a face value of $50,000 paid for by the District.

10.4 Each unit member shall be entitled to use, without qualification, three (3) days of regular sick leave as unspecified personal necessity leave with reasonable notice (three working days) to the appropriate Vice President.

ARTICLE 10 – UNIT MEMBER BENEFITS (continued)

10.5 Any unit member who holds an elected office in a statewide educational organization will be granted released time to fulfill the duties of that office. The unit member's salary shall be reduced to that percentage of a full load that the unit member teaches. In order that the unit member receive full salary and benefits, the statewide organization shall be responsible to reimburse the District for the salary and benefits in proportion to the released time. Benefits shall include, but are not limited to, unit member benefits as defined in Article 10, retirement, unemployment insurance, workers compensation and social security/medicare costs.

10.6 The District shall provide medical, dental, vision, and prescription coverage for retired unit members, their spouses, and eligible dependent children enrolled at time of retirement which are the same as those provided to active unit members. This benefit shall be available to unit members retiring after reaching their fifty-fifth (55) birthday or retiring under the disability provisions of the State Teachers Retirement System provided said unit member has at least ten (10) consecutive years of service to the District. If a unit member permanently leaves the employment of the District under any circumstances other than retirement, these retirement provisions are not applicable. The coverage provided shall be coordinated with Medicare Parts A and B for those unit members who are eligible. A Board approved leave shall constitute a year of service for the purpose of computing eligibility for this benefit. A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for this benefit.

10.6.1 To be eligible to retire with District paid medical, dental, vision, and prescription insurance, the unit member must submit a letter of retirement to the Superintendent/President, or his or her designee, along with an "Application for Retirement Benefits" prior to date of retirement.

10.6.2 A unit member whose work assignment is for more than 60% of a regular assignment and meets the qualifications stated above shall be eligible for the pro rate share of the fully paid medical, dental, vision, and prescription insurance. Unit members who retire after being on reduced load with full retirement benefits (Article 9) and who qualify under 10.6 shall receive the same paid retiree benefits as full-time unit members who retire.

10.6.3 Retirement Options. Each unit member may choose one of the following District-paid options for retirement medical benefits. The unit member must submit this decision on the "Application for Retirement Benefits" prior to date of retirement. The effective date of either option will be the first day of the month following the date of retirement.

Option A: District paid medical, dental, vision, and prescription insurance for retirees shall become effective on the first of the month following the month of retirement, but not before the first month after the unit member's 55th birthday, and shall continue until the end of the month in which the unit member reaches age 67, provided said unit member has at least ten (10) consecutive years of service to the district prior to retirement. For each additional ten (10) consecutive years of service to the district the unit member will receive one (1) more year of District-paid medical, dental, vision, and prescription insurance up to a maximum of two (2).

Years of Consecutive Service	Benefits Paid to Age
10	67
20	68
30	69

Unit members shall be allowed to pay their own, their spouse's, and their dependent children's membership fees and continue on the District's medical, dental, vision and prescription plans after reaching 67, 68, or 69 years of age, whichever applies.

Option B: The District shall provide an annual amount for the life of the retiree depending on the length of service to the District from the following table. This amount shall become effective and payable on the first of the month following the month of retirement, but not before the first month after the unit member's 55th birthday.

Years of Consecutive Service	Annual Amount
30	$2,500
25	$2,250
20	$1,875
15	$1,250
10	$1,000

A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for these benefits.

10.6.4 The District will pay $5,000 as a bonus to a unit member (after the unit member's 55th birthday, providing said unit member has at least ten (10) consecutive years of service to the District prior to retirement) if said unit member submits a retirement letter by August 30 of the last year of service.

ARTICLE 11 – DISPUTE PROCEDURE

11.1 Definitions

11.1.1 A "dispute" is a claim by a unit member that there is a conflict other than a grievance as defined in Article 12.

11.1.2 "Academic year" is the period commencing with the first contract day, and ending with the date on which commencement is held.

11.2 Purpose

11.2.1 The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to disputes.

11.2.2 Both parties agree that these proceedings shall be kept as informal as may be appropriate at any level of the procedure.

11.2.3 A disputant may request that the Association represent him/her but nothing contained herein will be construed as limiting the right of any unit member having a dispute to discuss the matter informally with any appropriate member of the administration, and to have the dispute adjusted without intervention of the Association, provided that such adjustment is not inconsistent with the terms of this Agreement, and that the Association has been given a copy of the dispute and the proposed resolution and has been given an opportunity to respond.

11.2.4 Since it is important that disputes be processed as rapidly as possible, the time limits specified at each level should be considered to be maximums and every effort should be made to expedite the process. The time limits may, however, be extended by mutual agreement.

11.2.5 In the event that harm to a unit member could result if: (1) a dispute is filed at such a time that it cannot be processed through all the steps in this dispute procedure by the end of the academic year and/or (2) a dispute becomes unresolved until the beginning of the following year; the time limits set forth herein may be reduced so that the procedure can be completed prior to the end of the academic year, or as soon thereafter as may be agreeable to the disputant and the District.

11.3 Procedure

ARTICLE 11 – DISPUTE PROCEDURE (continued)

11.3.1 Level One

A unit member shall first discuss the dispute with the appropriate Department Chairman, Dean, and/or appropriate Vice President in that order, either individually or with the Association's designated representative with the objective of resolving the matter informally. Should the unit member not have a Department Chairman or Dean, the unit member shall begin the procedure with the appropriate Vice President.

11.3.2 Level Two

If within fourteen (14) calendar days following the informal discussion provided at Level One the unit member is not satisfied with the disposition of the dispute, the unit member may file the dispute in writing with the Superintendent/President of the College or the Superintendent/President's designee and also may file the dispute with the President of the Association or the President's designee. If said dispute is not filed within the specified fourteen (14) calendar days, it shall not be subject to further consideration and shall be deemed settled on the basis of the decision last made at Level One.

11.3.3 Within fourteen (14) calendar days after receipt of the written dispute by the Superintendent/President of the College or the Superintendent/President's designee, the Superintendent/President or the Superintendent/President's designee shall meet with the unit member and, if requested by the disputant, the President of the Association or the President's designee in an effort to resolve the dispute. The decision, including stated reasons for said decision, of the Superintendent/President, or Superintendent/President's designee, shall be presented to the disputant and the President of the Association in writing within seven (7) calendar days following the meeting at Level Two.

11.4 Rights of Unit Members to Representation

11.4.1 No reprisals of any kind shall be taken by the Board, the Superintendent/President of the College, or by any member or representative of the administration of the College against any unit member with a dispute, any member of the Association, or any other participant in the dispute procedure by reason of such participation.

11.4.2 The disputant may represent himself/herself at all stages of this procedure, and if requested by the disputant, he/she may be represented by the President of the Association or the President's designee.

11.5 Miscellaneous

11.5.1 If a dispute arises from action or inaction by the Superintendent/President, the disputant shall submit such dispute in writing directly to the Superintendent/President of the College, the President of the Board, and the Association. The processing of such a dispute shall commence at Level Two.

11.5.2 Dispute meetings normally will be scheduled by the District so as not to conflict with classroom duties. However, if the meeting is expected to be of such duration that it would extend beyond the normal business hours of the District's central office, the District shall provide released time with no loss of pay to the disputant, witnesses, and, if requested, the President of the Association or the President's designee so that the session can be accommodated within such business hours. This shall constitute "reasonable periods of release time" within the meaning of Government Code 3543.1 (c).

11.5.3 In order to encourage a professional and harmonious disposition of unit members' complaints, it is agreed that from the time a dispute is filed until it is processed, neither the disputant nor the Association nor the District shall make public either the dispute or evidence regarding the dispute.

11.5.4 All procedural documents, communications, and records dealing with the processing of a dispute will be filed in a separate dispute file and will not be kept in the personnel file of any of the participants. With the approval of the Superintendent/President of the College or the Superintendent/President's designee, the file may be opened, but only in the presence of the Association President or the President's designee, except that the disputant may examine the disputant's file at any time.

11.5.5 Forms for filing disputes, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared by the Superintendent/President of the College or the Superintendent/President's designee.

ARTICLE 12 – GRIEVANCE PROCEDURES

Definitions

12.1.1 A "grievance" is a claim by a unit member that there has been a violation, misapplication, or misinterpretation of any of the provisions of this Agreement, except those provisions which clearly state they may not be grieved.

12.1.2 "Academic year" is the period commencing with the first contract day and ending on the day of commencement.

12.1.3 An "aggrieved person" or "grievant" is the unit member(s) adversely affected or the Association; however, the Association may only grieve the rights of the Association.

12.2 Purpose

12.2.1 The purposes of this procedure is to secure, at the lowest possible administrative level, equitable solutions to grievances.

12.2.2 Both parties agree that these proceedings will be kept as informal as may be appropriate at any level of the procedure.

12.2.3 The aggrieved person(s) may request that the Association represent them, but nothing contained herein will be construed as limiting the right of any unit member having a grievance to discuss the matter informally with any appropriate member of the administration, and to have the grievance adjusted without intervention by the Association, provided that such adjustment is not inconsistent with the terms of the Agreement and that the Association has been given a copy of the grievance and the proposed resolution, and has been given an opportunity to file a response.

12.2.4 Since it is important that grievances be processed as rapidly as possible, the time limits specified at each level should be considered to be maximum and every effort should be made to expedite the process. However, the time limits may be extended by mutual written agreement.

12.2.5 If a grievance is not processed by the grievant and/or the Association in accordance with the time limits set forth in this Agreement, it shall not be subject to further arbitration and shall be considered settled on the basis of the decision last made by the District. If the District fails to respond to the grievance within the time limit specified at each level, the failure to respond shall be deemed a denial of the grievance and termination of the level involved, and the grievant may proceed to the next step.

12.2.6 In the event a grievance is filed at such a time that it cannot be processed through all of the steps within this grievance procedure by the end of the academic year and, if left unresolved until the beginning of the following academic year, and if this delay could result in harm to an aggrieved person, the time limits set forth herein will be reduced so that the procedure may be completed prior to the end of the academic year, or as soon thereafter as may be agreeable to the grievant and the District.

12.3 Procedure

Level One

12.3.1 Within forty five (45) working days of the unit member's discovery of the alleged violation, an aggrieved person will first discuss the grievance with the appropriate Dean and Vice President in that order, either individually or with the Association's designated grievance representative with the objective of resolving the matter informally. Should the aggrieved person not have a Dean, the aggrieved shall begin the procedure with the Vice President. The highest level administrator seen will respond to the aggrieved person within a period of ten (10) working days.

12.3.2 Level Two

If the aggrieved person is not satisfied with the disposition of the grievance at Level One, the aggrieved person may file the grievance in writing, on the appropriate District form from the Office of the Superintendent/President, with the Superintendent/President of the College his/her designees within fourteen within fourteen (14) calendar days following the decision at Level One.

12.3.3 Within fourteen (14) calendar days after receipt of the written grievance by the Superintendent/President of the College, or the Superintendent/President's designee, the Superintendent/President of the College or the Superintendent/President's designee will meet with the aggrieved person, and if requested by the grievant, the President of the Association or the President's designee, in an effort to resolve the grievance. The decision, including stated reasons for said decision, of the college Superintendent/President or the Superintendent/President's designee, shall be presented to the grievant and the President of the Association in writing within seven (7) calendar days following the meeting at Level Two.

12.3.4 Level Three

If the aggrieved person is not satisfied with the disposition of the grievance at Level Two, or if no written decision has been rendered within seven (7) calendar days following the Level Two meeting with the Superintendent/President of the College or the Superintendent/President's designee, the President of the Association or the President's designee may, within an additional ten (10) calendar days, request in writing to the Superintendent/President or the Superintendent/President's designee, that the grievance be submitted to arbitration. If any question arises as to the arbitrability of the grievance, such question shall be ruled upon by an arbitrator as a separate process prior to the hearing on the merits.

12.3.5 Submission to arbitration shall be made by the Association to the State Mediation and Conciliation Service. The parties shall then be bound by the rules and procedures of the State Mediation and Conciliation Service in the selection of an arbitrator and the arbitrator shall proceed under the rules of said service.

12.3.6 As soon as possible and in any event not later than fourteen (14) calendar days after the District receives the written notice of the aggrieved person's desire to arbitrate, the parties shall attempt to agree upon an arbitrator. If no agreement is reached within said fourteen (14) calendar days, an arbitrator shall be selected from a list of seven (7) arbitrators supplied by the State Mediation and Conciliation Service by alternate striking of names until one name remains. The party who strikes the first name shall be determined by lot. If the arbitrator selected will not be available for the hearing within a reasonable period of time, not exceeding sixty (60) calendar days, the parties shall proceed to select another arbitrator from above list.

12.3.7 If the District claims that a grievance should be dismissed because it falls outside the scope of the procedure, or was filed or processed in an untimely manner, or that the grievance has become moot, or that a party has breached the confidentiality provisions, then such a claim shall, at the option of the District, be heard and ruled upon by an arbitrator prior to any hearing on the merits of the grievance, with a suitable stay/continuance between such a ruling and any further proceedings which the arbitrator deems necessary. If the District should choose to refuse to arbitrate a grievance, nothing in this Article shall preclude the aggrieved person from seeking, through appropriate administrative or judicial proceedings, to compel the District to proceed to arbitration.

12.3.8 The arbitration shall have no power to alter, amend, change, add to, or subtract from any of the terms of this Agreement, but shall determine only whether or not there has been a violation of this Agreement in the respect alleged in the grievance. The decision of the arbitrator shall be based solely upon the evidence and arguments presented to him by the respective parties in the presence of each other and upon arguments presented in briefs.

12.3.9 The arbitrator may hear and determine only one grievance at a time unless the District and the grievant(s) expressly agree otherwise. However, both parties will in good faith endeavor to handle in an expeditious and convenient manner cases which involve the same or similar facts and issues.

12.4 Arbitrator's Decision

12.4.1 The arbitrator's decision will be in writing and will set forth all findings of fact, reasoning and conclusions on the issues submitted. The arbitrator will be without power or authority to make any recommendation which requires the commission of act prohibited by law or which violates the terms of this Agreement. However, it is agreed that the arbitrator is empowered to include in the arbitrator's decision such financial reimbursement or other remedies as is judged to be proper. The decision of the arbitrator will be submitted to the Board, the Superintendent/President of the College, the grievant, and the Association.

12.4.2 The decision of the arbitrator within the limits herein prescribed shall be final and binding upon all parties to this contract.

12.4.3 All fees and expenses of the arbitrator shall be shared equally by the parties. Each party shall bear the expenses of the presentation of its own case.

12.5 Rights of Unit Members to Representation

12.5.1 No reprisals of any kind will be taken by the Board, the Superintendent/President of the College, or by any member or representative of the administration of the College, against any aggrieved person, any member of the Association, or any other participant in the grievance procedure by reason of such participation.

12.5.2 The aggrieved person may represent him or herself at all stages of the grievance, and if requested by the grievant, the President of the Association or the Association President's designee. The aggrieved person may not be represented by personal legal counsel in this local process.

ARTICLE 12 – GRIEVANCE PROCEDURES (continued)

12.6 Miscellaneous

12.6.1 If a grievance arises from action or inaction by the Superintendent/President, the aggrieved person shall submit each grievance in writing directly to the Superintendent/President of the College, the President or Chairperson of the Board, and may optionally notify the Association. The processing of such grievance shall be commenced at Level Two.

12.6.2 Time limits provided in each level shall begin at the expiration of the previous time limit or the day following receipt of written decision by the parties in interest.

12.6.3 Grievance meetings normally will be scheduled by the District so as not to conflict with classroom duties. However, if the meeting is expected to be of such duration that it would extend beyond the normal business hours of the District's administrative office, the District shall provide released time with no loss of pay to the grievant, witnesses, and if requested, the President of the Association or the President's designee, so that the session can be accommodated within such business hours. This shall constitute "reasonable periods of released time" within the meaning of Government Code 3543.1(c).

12.6.4 In order to encourage a professional and harmonious disposition of unit member's grievances, it is agreed that from the time a grievance is filed until it is processed through arbitration, or decided to the mutual satisfaction of the grievant and the District, neither party shall make public either the grievance or evidence regarding the grievance.

12.6.5 All procedural documents, communications and records dealing with the processing of a grievance will be filed in a separate grievance file in the Office of the Superintendent/President and will not be kept in the personnel file of any of the participants. With approval of the Superintendent/President of the College or the Superintendent/President's designee, the file may be opened, but only in the presence of the Association's President or the President's designee, except that the grievant may examine the grievant's file at any time.

12.6.6 Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared by the Superintendent/President of the College or the Superintendent/President's designee.

ARTICLE 13 – SAFETY

13.1 The District shall provide as safe conditions as reasonably possible for the safety of the unit members while they are on college facilities and using those facilities provided for the purpose of carrying out their assigned responsibilities.

13.2 The District shall provide, publish, and post rules for safety and the prevention of accidents, provide protective devices where they are required for the safety of the unit member, and provide suitable and safe equipment where such equipment is necessary for the conduct of the educational program and the operation of the College. Prior to the implementation of any change in safety rules and regulations, the District shall consult with the Safety Officer.

13.3 Unit members are encouraged to submit written recommendations to their immediate supervisor or the Safety Officer regarding the maintenance of safe working conditions, facilities and equipment, repairs and modifications, and other practices designed to insure compliance with appropriate safety standards.

13.4 Unit members shall be responsible for observing all District safety rules.

ARTICLE 14 – PERSONNEL FILES

14.1 The District shall not base any adverse action against a unit member upon materials which are not contained in the unit member's personnel file.

14.2 There shall be only one personnel file for each unit member. The Superintendent/President or the Superintendent/President's designee and the unit member shall have full access to the file, except that the unit member shall not be shown any document submitted in confidence prior to his/her employment in any position at the College (pursuant to Education Code Section 87031). A representative of the Association shall have access to said file with the unit member's written non-continuing authorization. A log shall be kept in each unit member's personnel file indicating the name of each person inspecting the file and the date of said inspection, except routine clerical transactions.

14.3 The information in the personnel file shall not be released to anyone other than the authorized persons listed above except as provided by law, nor shall copies of any documents in said file be made without the unit member's written non-continuing consent or as required by law except routine clerical transactions. Any material placed in a unit member's personnel file must be signed and dated by the originator/author and a copy identified as going into the file shall be given to the unit member prior to the original being placed in said file.

14.4 A unit member shall have the right to file an answer to any material submitted for inclusion in his/her file and such answer shall be attached to the file copy. A unit member who alleges that information in his/her file is false, erroneous as to facts or conclusions shall have the right to file a grievance for the purpose of having such information rectified or expunged.

14.5 A unit member shall have the right to place in the file such material as he/she determines may have a bearing on his position as a unit member.

14.6 Upon mutual consent of the unit member and the Superintendent/President, negative or derogatory material in a unit member's personnel file shall be destroyed after remaining in the file for a period of two years.

ARTICLE 15 – OVERLOAD ASSIGNMENTS

15.1 Qualified unit members shall have first priority on all paid overload assignments which are vacant and for which the unit member qualifies.

ARTICLE 16 – NEGOTIATION PROCEDURES

16.1 On or before September 1st of the calendar year in which this Agreement expires, the Board or its representative shall begin in the negotiation process in good faith with the exclusive representative on negotiable items. Any Agreement reached between the Board and the exclusive representative shall be in writing and signed by them.

16.2 A vote on the tentative Agreement shall occur at the next regularly scheduled meeting of each party, or at a special meeting called for that purpose within thirty (30) calendar days after authorized representatives of both parties present the proposed contract to their respective groups, whichever comes first. In no case shall either party be required to hold such a vote until seven (7) calendar days have elapsed after the signing of the tentative Agreement unless they so desire. The ratification shall be by majority vote, both by the Board and the exclusive representative.

ARTICLE 17 – SUPPORT OF AGREEMENT

17.1 The District and the Association agree that it is to their mutual benefit to encourage the resolution of differences by meeting and negotiating. Therefore, it is agreed that the District and the Association will support the terms of the Agreement and will in no way participate in public activities to change the specific terms. This in no way precludes either party from participating in those activities deemed necessary by the parties to plan and prepare for future agreements between the parties. There shall be no strike by the Association or lock out by the District for the duration of this Agreement, nor shall the unit members participate in any concerted activities against the Citrus Community College District that may be instituted by other units or organizations on the Citrus College campus.

ARTICLE 18 – BANKING LECTURE/LAB HOURS

18.1 A faculty member wishing to bank either lecture or laboratory overload credit hours, must have the signed approval of the appropriate Vice President on a completed banking application form. If a replacement is necessary at the time the banked leave is to be taken, the ability to participate in banking leave for semester leave purposes is contingent upon the assignment being filled by part-time staff. Participation in the banking program is contingent upon the appropriate Vice President's certification that the program will not be jeopardized by the absence of the faculty member. After the request to bank lecture/lab hours has been approved by the appropriate Vice President, the form is sent to the Office of Human Resources, where the official records on banked lecture/lab hours are kept.

18.2 The banking application must indicate when the faculty member plans to use the banked leave either on a partial basis or on a full semester basis. The maximum duration of a full-time release will be one semester.

18.3 The application for banking hours and the application to take a banked leave must be approved by the appropriate Vice President. Only credit lecture/lab hours earned on a beyond contract basis during the 176 day contract year may be considered for banking. If the date of use is unknown, the instructor must receive approval from the appropriate Vice President at least one year prior to the use of banked credit lecture/lab hours. Exceptions may occur by mutual agreement. If a replacement is necessary, the assignment must be one that is replaceable by adjunct or overload staff.

18.4 No more than 6/5 of a regular semester assignment can be banked. Lecture/Lab hours will be banked and used at a ratio of six to five. Up to 8 hours of overload per semester can be considered for banking purposes. There is no expressed or implied guarantee that extra pay classes are available for "banking" in any given semester. For those academic employees whose assignment is not in the classroom, 6/5 of a regular semester assignment (expressed in hours rather than in units) is required to be banked in order to take a full or partial semester off.

18.5 If the original approved plan is interrupted in any way, the instructor must submit a revised plan to the appropriate Vice President for approval.

ARTICLE 18 – BANKING LECTURE/LAB HOURS (continued)

18.6 Banked lecture/lab hours must be accumulated at the 6/5 rate before the instructor can be granted released time. At the time the faculty member is ready to take banked leave, he will send a request on the appropriate form to the appropriate Vice President. The instructor's load is verified by the appropriate Vice President. The banked lecture/lab hours balance is verified by the Office of Human Resources. The request is then submitted to the Board for approval. Requests to take banked leave must be submitted for approval to the appropriate Vice President more than one semester prior to the semester the faculty member wishes to take the leave.

18.7 If the faculty member decides not to take the leave, he/she shall be paid for the lecture/lab hours at the part-time salary rate in effect at the time the hours were banked. When the faculty member selects to take pay for lecture/lab hours in lieu of leave, he/she will submit a memo through the appropriate Vice President to the Office of Human Resources where the faculty member's banked lecture/lab hours balance and amount due is verified. Fiscal Services will pay the faculty member the amount due from information provided by the Office of Human Resources.

18.8 If banked lecture/lab hours are not used by the end of the seventh year after the banking of credit hours begins, the faculty member shall be paid for the lecture/lab hours at the part-time salary rate in effect at the time the hours were banked.

18.9 The money the faculty member would have earned had he/she not banked the class will be held as a liability against the District until the banking contract is fulfilled. In the event that the banking contract is not fulfilled, the money will be surrendered to the faculty member or his or her estate at the part-time rate in effect at the time the hours were banked. No interest will be paid on the banked lecture/lab hours.

18.10 There are no restrictions on the use of the released time; it may be used for professional or personal reasons.

18.11 Banking leave shall count toward retirement and be considered as regular service to the District for purpose of advancement on the salary schedule. The time on leave will not count toward sabbatical eligibility. The accumulated banked hours and the resulting time off have no affect on medical benefits.

18.12 The waived lecture/lab hours will be reflected on the adjunct load report prepared by the Office of Human Resources.

ARTICLE 18 – BANKING LECTURE/LAB HOURS (continued)

18.13 At the end of every fiscal year, the Office of Human Resources will send Fiscal Services a report of banked lecture/lab hours for the year which includes: NAME, SOCIAL SECURITY NUMBER, SERVICE DATES, NUMBER OF LECTURE AND/OR LAB HOURS, LECTURE AND/OR LAB RATE OF PAY. Fiscal Services will create a special account in which to track the required funds to cover the banked lecture/lab hours.

ARTICLE 19 – DURATION OF THE CONTRACT

19.1 The term of this Agreement shall be from January 1, 2005 through December 31, 2006, with re-openers for the second year (2006) as follows: Article 8, Salaries; Article 3, Section 3.71 Association Release Time; and one article of choice each--one of the District's choice and one of the union's choice. Neither of these articles of choice shall be Article 10, Benefits.

19.1.1 In the event the President's Health Care Program is instituted during the term of this contract, Article 10 will immediately be re-negotiated.

APPROVED

/s/ Gary L. Woods Date /s/ 6/21/05
President, Board of Trustee
Citrus Community College District

/s/ Jean Malone Date /s/ 5/23/05
Chief Negotiator for Board of Trustees
Citrus Community College District

/s/ Joseph Harvey Date /s/ 6/21/05
President
Citrus College Faculty Association

/s/ Dave Brown Date /s/ 7/5/05
Chief Negotiator
Citrus College Faculty Association

Approved by the Board of Trustees Date /s/ 6/21/05
Citrus Community College District

Ratified by the Citrus College Date /s/ 5/20/05
Faculty Association

MEMORANDUM OF UNDERSTANDING BETWEEN

CITRUS COMMUNITY COLLEGE DISTRICT 1000 West Foothill Boulevard Glendora, CA 91741-1899 AND CITRUS COLLEGE FACULTY ASSOCIATION	)))))))	MEMORANDUM OF UNDERSTANDING REGARDING SPECIAL TASK FORCE TO STUDY FULL-TIME FACULTY TEACHING LOADS June 21, 2005

The Citrus Community College District and the Citrus College Faculty Association (CTA/NEA), hereby mutually agree to establish a special task force made up of equal numbers of managers and full-time faculty to study a variety of options for revising full-time faculty loads.

The task force shall be composed of representatives of the CCFA negotiating team, plus faculty appointed by the CCFA President, not to exceed four faculty.

The task force shall be composed of representatives of the District negotiating team, plus managers appointed by the Management Team President, not to exceed four managers.

The establishment of the task force and its first meeting shall be commenced by mid-January 2006. The work of the task force shall be completed by the end of the Spring 2006 term and shall include mutually agreed upon findings and recommendations to be presented to the negotiating teams of both the District and of CCFA.

The Teaching Load Regulation currently in effect shall remain in effect until such time as it is mutually changed through the negotiations process.

/s/ Gary L. Woods President, Board of Trustees Citrus Community College District	/s/ Joseph Harvey President Citrus College Faculty Association
Date /s/ 6/21/05	Date /s/ 6/21/05
/s/ Jean Malone Chief Negotiator Citrus Community College District	/s/ Dave Brown Chief Negotiator Citrus College Faculty Association
Date /s/ 5/23/05	Date /s/ 7/5/05