

**Memorandum of Understanding
Fall 2020 Semester Automotive and Medium/Heavy Truck Program Labs**

This memorandum of understanding ("MOU") is between the Citrus College Faculty Association ("Association") and the Citrus Community College District ("District"). As a result of the COVID-19 pandemic and in furtherance of public health concerns and needs, particularly as set forth in the Governor's Emergency Declaration (Executive Order N-35-20), the District may not offer on-campus instruction. However, also consistent with the state and county directives, the District may conduct on-campus instruction related to programs designed to train students for employment in occupations deemed to be part of the essential work force.

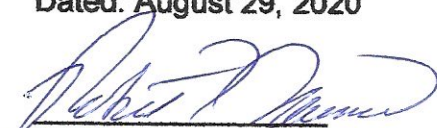
Consistent with state and county directives, the District has determined to permit certain lab classes in the program areas of Automotive and Medium/Heavy Truck Technology to be held on campus during the Fall 2020 semester. These labs are a combination of makeup labs for students who received an IP grade for the Spring 2020 semester, the Summer 2020 intersession, and for Fall 2020 semester students enrolled in either Automotive or Medium/Heavy Truck courses with a lab component that may only be offered on-campus. A detailed plan for each lab is attached.

For faculty teaching an on-campus Automotive or Medium/Heavy Truck lab that is a make-up lab for students who received an IP grade for the Spring 2020 semester or Summer 2020 intersession, compensation will be based on the Administrative Leadership rate found in Appendix P of the collective bargaining agreement which is currently \$61.16 per hour.

For faculty teaching any on-campus Automotive or Medium/Heavy Truck lab during Fall 2020, additional compensation will be provided for two (2) hours per day for class preparation specifically related to COVID-19 at the rate of \$61.16 per hour for each day the class meets. This rate is derived from the Administrative Leadership rate provided under Appendix P of the collective bargaining agreement.

All hours of in-person instruction and hours of additional preparation 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.

Dated: August 29, 2020


For the District


For the Association