Memorandum of Understanding Redwoods Community College District (District) College of the Redwoods Faculty Organization (C.R.F.O.)

In recognition of the need to protect the health of College of the Redwoods employees and students while continuing to offer instruction and support services to students at Pelican Bay State Prison (PBSP) the District and CRFO agree to the following:

- 1. Effective immediately, all face-to-face instruction at PBSP is suspended.
- 2. During the week of March 23-March 28, PBSP teaching and non-teaching faculty and associate faculty will prepare to deliver instruction and student support services to students in PBSP remotely until face-to-face instruction resumes.
- 3. PBSP faculty and associate faculty should focus their instruction on providing information and assignments essential to assist students in successfully demonstrating course learning outcomes.
- 4. The District will provide weekly courier services to transport instructional materials and student work to and from PBSP and the Del Norte Educational Center and the Eureka Campus.
- 5. Final course grades for spring 2020 courses offered at PBSP are due June 1, 2020.
- 6. This MOU expires June 1, 2020 unless otherwise agreed to by the District and CRFO.

| For RCCD | Date | For CRFO | Date |
|--|-------------|---|-------------|
| Keith Flamer (Aug 4, 2020 14:16 PDT) | Aug 4, 2020 | Michelle Haggerty Michelle Haggerty (Aug 4, 2020 15:18 PDT) | Aug 4, 2020 |
| Keith Flamer -President/Superintendent | | Michelle Haggerty – President | |
| Kerry Mayer (Aug 4, 2020 15:20 PDT) | Aug 4, 2020 | John Johnston John Johnston (Aug 4, 2020 17:38 PDT) | Aug 4, 2020 |
| Kerry Mayer – Chief Negotiator | | John Johnston – Chief Negotiator | |