

Memorandum of Understanding
Redwoods Community College District (District)
College of the Redwoods Faculty Organization (CRFO)

The District and CRFO recognize that providing educational opportunities to inmates at Pelican Bay State Prison (PBSP) supports the District's mission to provide lifelong learning opportunities in its service area. In order to support the mission and protect the interests and safety of faculty and associate faculty, the District and CRFO agree to the following:

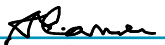
1. Faculty and associate are not required to teach at or to visit PBSP.
 - a. Assignments at PBSP are voluntary: Refusal to accept an assignment at PBSP:
 - i. Shall not be subject to discipline;
 - ii. Shall not negatively affect consideration for tenure; and
 - iii. Shall not be counted against associate faculty seniority.
 - b. Visiting PBSP for the purpose of instructor/course evaluation is voluntary and subject to the same terms established in 1.a above.
 - i. For evaluators who travel from outside the Del Norte County area travel will be compensated in accordance with AP 7400.
2. Teaching assignments at PBSP are special assignments offered by the District to faculty and associate faculty and are not subject to the timelines and processes established in Article XV of the RCCD/CRFO 2019-2022 Collective Bargaining Agreement.
3. Faculty and associate faculty shall be compensated at the rate of \$40 per hour, for up to 40 hours of security/safety training.
4. Faculty shall be compensated according to Article 10.6 of the 2016-19 RCCD/CRFO Collective Bargaining Agreement.
5. If no faculty or associate faculty volunteer to accept an available teaching assignment at PBSP and if the District subsequently designates this assignment as "mission critical," then the District may offer to associate faculty as an incentive the following:
 - a. Associate faculty who travel 50 miles or more one-way from their personal residence to teach to teach a course designated by the District as "mission critical" at Pelican Bay State Prison shall be compensated current IRS rate for mileage reimbursement calculated in accordance with IRS regulations and for the standard travel time as determined by Google maps, with \$40 per hour for such travel time.
6. Faculty and associate faculty who have not undergone security training may still visit PBSP as a visitor for the purpose of evaluating an instructor.
7. Faculty and associate faculty shall not be denied a course offering as a result of that course needing to be evaluated in the prison.
8. Faculty and associate faculty shall be compensated \$500 per credit course section taught at PBSP in a semester for additional time required to perform tasks related to PBSP courses, tasks which include but are not limited to modifying course materials so they comply with PBSP security requirements, performing classroom inventory at the conclusion of class meetings, grading hand-written assignments, etc.
9. Faculty and associate faculty who are not scheduled to work as an employee of Pelican Bay State Prison on a day of a scheduled class meeting shall be compensated \$10 for each time the faculty or associate faculty are required to gain entry into PBSP for class meetings.
10. Faculty and associate faculty shall be compensated the first time a credit lecture, tier 1 lab, or tier 2 lab course is developed for offering at PBSP. "Developed for offering" means that a faculty or associate faculty member has developed a syllabus; a semester-long schedule of assignments; any

exams, assignments, or other assessments as well as resources such as PowerPoints to be presented in class; video lectures; and any other instructional materials used in instruction, without regard for whether or not the faculty member actually teaches the course.

- a. Faculty will be compensated as follows: the TLU load of the course X 50%. TLUs will be applied to the semester immediately following completion of course development and can be banked according to Article 3.10.
 - b. Associate faculty will be compensated as follows: a one-time stipend equal to the TLU load of the course X 50%. Stipends will be issued at the end of the semester the course development work is completed.
 - c. Faculty and associate faculty who accept remuneration under the terms of 10a or 10b above, agree to give all developed course materials to the District for use by other faculty and associate faculty.
 - d. Faculty and associate faculty who wish to maintain full rights of ownership of course materials are not eligible for compensation per the terms of 10a and 10b.
11. If a regularly scheduled class meeting is cancelled in order to comply with PBSP regulations, then
- a. Faculty and associate faculty may but are not required to make up the missed class meeting by scheduling an additional class meeting. Faculty and associate faculty who make up missed class meetings will be compensated \$50 for each make-up class meeting.
 - b. In lieu of 11 a. faculty and associate faculty may but are not required to make up the missed class meeting by developing an instructional activity packet that allows students to learn the material that was to be presented during the cancelled class meeting. Faculty and associate faculty who make up missed class meetings in this manner will be compensated \$50 for each instructional activity packet. Faculty and associate faculty will be compensated for a maximum of one (1) instructional activity packet developed for each day of cancelled class.
 - c. Faculty and associate faculty are not required to do either 11 a. or 11 b.
12. This agreement takes effect July 1, 2020 and expires June 30, 2022.

For RCCD

Date


Keith Flamer (May 26, 2020 15:54 PDT)

May 26, 2020

Keith Flamer – President/Superintendent


Kerry Mayer (May 26, 2020 16:12 PDT)

May 26, 2020

Kerry Mayer – Chief Negotiator

For CRFO

Date


Michelle Haggerty (May 26, 2020 16:01 PDT)

May 26, 2020

Michelle Haggerty – President


John Johnston (May 26, 2020 16:18 PDT)

May 26, 2020

John Johnston – Chief Negotiator