

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

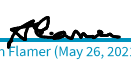



Justification for Reassignment:

Both the Commission on Dental Accreditation (CODA) and Dental Board of California (DBC) require that the program administrator (coordinator) must have a full-time commitment to the institution and an appointment which provides time for program operation, evaluation, and revision. The administrative coordinator must also be in place to certify that occupational and safety requirements and other accreditation standards are maintained and certified annually for compliance with CODA and DBC. The coordinator must be a Dental Assisting National Board “Certified Dental Assistant” or dentist licensed to practice in the state of the program location, possess a baccalaureate degree or higher, and have occupational experience in the application of dentistry principles as a dental assistant. The program administrator’s teaching contract hours and course responsibilities must allow sufficient time to fulfill assigned administrative responsibilities as defined by CODA and DBC.

Job Description:

Complete work required in the “non-accreditation site visit” academic year to meet the administrative requirements of the DBC and CODA. The District is obligated to maintain the requirements of the outside dental accreditation bodies’ standards to uphold the required accreditation status, as well as satisfy the California Dental Practice Act Regulated Statutes and Regulations: 4.0 TLUs per semester (8.0 for academic year). The hours for this are outlined below.

Summer hours required for the Dental Board of California (DBC) and Commission on Dental Accreditation (annual work). This requires reporting to Dental Board of California; processing incoming program applications; transferring electronic DHC records; conducting testing and accommodating facility visit for Public Health Radiology Branch machine registration and calibration: \$1600.00 stipend for 40 hours of summer work. These hours are provided in the shaded areas of the table below.

| For RCCD   | Date         | For CRFO   | Date         |
|--|--------------|--|--------------|
| <br><u>Keith Flamer (May 26, 2021 11:25 PDT)</u><br>Keith Flamer – President/Superintendent | May 26, 2021 | <br><u>Michelle Haggerty (May 26, 2021 20:08 PDT)</u><br>Michelle Haggerty – President | May 26, 2021 |
| <br><u>Kerry Mayer (May 26, 2021 11:22 PDT)</u><br>Kerry Mayer – Chief Negotiator           | May 26, 2021 | <br><u>John Johnston (Jun 1, 2021 09:47 PDT)</u><br>John Johnston – Chief Negotiator   | Jun 1, 2021  |