

Tentative Agreement  
Between the Rio Hondo College Faculty Association (RHCFA)  
and the Rio Hondo College Community College District (District)  
May 15, 2017

The agreement will become effective on July 1, 2017 upon ratification by a vote of the RHCFA membership and the Board of Trustees of the District. Each party will notify the other in writing (via written or electronic communication) within 48 hours upon action to ratify this agreement. Article 26 shall be added to the collective bargaining agreement and Article 9 shall be amended as shown below. In addition, the RHCFA and District will jointly develop a Part-Time Unit Member Evaluation Form and the Unit Member Evaluation Form in Appendix E will be renamed Full-Time Member Evaluation Form.

Article 26: Seniority Rights for Part-Time Unit Members

26.1 General Provisions

26.1.1 The language of this article is not intended to revise the assignment rights of full-time unit members.

26.1.2 Semesters referenced in this article include only fall and spring, not intersession or summer.

26.1.3 State and Federal leaves (such as FMLA) will not count towards semesters in this article, so will not affect seniority.

26.2 Establishing Seniority

26.2.1 Seniority is established once a part-time unit member completes an assignment in four (4) out of six (6) semesters in a three-year period, commencing with the Fall 2018 term, so long as two satisfactory evaluations have been completed.

26.2.1.1 A teaching assignment on load constitutes an assignment for the purposes of this article.

26.2.1.2 A non-teaching assignment (such as in counseling, the library, the Learning Assistance Center, or others) of at least 144 hours for a semester constitutes an assignment for the purposes of this article.

26.2.1.3 Hourly teaching assignments do not constitute an assignment for the purposes of this article.



### 26.3 Order of Employment List

26.3.1 An administrator in each department will maintain an Order of Employment List which shall be updated each term with newly-added part-time unit members and their start dates. The lists shall be made available to unit members making such a request. The District may correct any errors discovered in an Order to Employment List.

26.3.2 Part-time unit members will be placed on a department's Order of Employment List once seniority is earned, entitling them to at least one instructional or non-instructional assignment per term, except as provided for in this article.

26.3.3 Assignments will be offered based upon the Order of Employment List with those higher on the list being offered assignments prior to those lower on the list.

26.3.3.1 When the number of assignments is less than the number of unit members on the Order of Employment List, assignments will be at the District's discretion. Criteria to be considered will include expertise, program needs, and experience.

26.3.3.2 When the number of assignments exceeds the number of unit members on the Order of Employment List, additional assignments can be made at the administrator's discretion. For example, if there are five assignments and three unit members with seniority, each unit member must receive one assignment, while the other two assignments can go to a single unit member with seniority, two unit members with seniority, a unit member without seniority, or any combination of those options.

### 26.4 Removal from an Order of Employment List

26.4.1 The cancellation of a class will not count towards gaining seniority nor towards removal from an Order of Employment List.

26.4.2 A part-time unit member will be removed from an Order of Employment List after receiving two consecutive unsatisfactory evaluations. Upon an initial unsatisfactory evaluation, the part-time unit member shall be provided a written plan of remediation with suggestions for improvement. A subsequent evaluation shall be performed the following semester and the part-time unit member shall

be removed from an Order of Employment List if the outcome remains unsatisfactory.

26.4.3 A part-time unit member who refuses an assignment for two consecutive semesters will be removed from an Order of Employment List.

26.4.4 A part-time unit member who is not given an assignment for three consecutive semesters will be removed from an Order of Employment List.

26.4.5 A part-time unit member who fails to perform the normal and reasonable duties of an assignment or is otherwise guilty of misconduct as defined by California Education Code 87732 will be removed from an Order of Employment List.

## 26.5 Disputes

26.5.1 Disputes arising from this article shall first be addressed by a meeting between the Association and the District. Thereafter, other remedies shall be available to either party.

## Article 9: Evaluation Procedures

26.4 Part-time unit members shall have administrative evaluation with one administrative evaluation visitation in the first semester of employment. Thereafter, part-time unit members shall be evaluated every three (3) semesters or at the discretion of the respective administrator. Student instructional and non-instructional surveys shall be administered by an administrator or designee each semester for all part-time unit members.



For the RHCFA

Adrian

Tracie Reiger

Larry Prada

[Signature]  
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Carlye Jones

Signed May 15, 2017.

For the District

[Signature]

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Henry

Rebecca Green

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