

CCFF PROPOSED MEMORANDUM OF UNDERSTANDING
BETWEEN
CERRITOS COLLEGE FACULTY FEDERATION, AFT Local 6215
AND
CERRITOS COMMUNITY COLLEGE DISTRICT
April 10, 2026

2024-2025 Sabbatical Report MOU

This Memorandum of Understanding ("MOU") is entered into by and between the Cerritos College Faculty Federation, AFT Local 6215 ("Federation") and the Cerritos Community College District ("District"), herein collectively referred to as the "parties". The purpose of this MOU is to address impacts and effects related to decisions rendered during the 2024-2025 Sabbatical cycle.

Whereas three 2024-2025 sabbatical reports were not approved by the Faculty Senate Sabbatical Leave Committee ("SLC"), leaving their status unresolved; and

Whereas the 2024-2027 CBA does not include a procedure for the revision or resubmission of sabbatical reports that have not received approval; and

Whereas the 2024-2027 CBA does not provide a clear process for what steps, if any, are available to a faculty member following a non-approval determination; and

Whereas the Faculty Senate approved a motion on December 9, 2025 to give the Cerritos College Faculty Federation full authority to resolve this issue with the District; and

Be it resolved that the CCFF and the District agree to resolve the outstanding issues related to the 2024-2025 sabbatical cohort through:

1. Establishing a separate Ad Hoc Sabbatical Review Committee ("Committee") for each of the three impacted faculty members.
2. Each Committee shall consist of three members
3. Each impacted faculty member must choose one committee member from each of the following three groups:
 - a. The CCFF President or Vice President

- b. The Vice President of Academic Affairs, the Vice President of Student Services, or the Dean of Student Services
 - c. One Tenured Full Time Faculty member with expertise relevant to the impacted faculty member's sabbatical project
- 4. Each Committee shall be responsible for the following with respect to the faculty member for whom it is convened:
 - a. Review the sabbatical application and sabbatical report to identify areas of the report that require further development and meeting with the affected faculty member to discuss a path forward
 - b. The Committee has the power to approve any changes made during the 2024-2025 Sabbatical Leave
 - c. Developing a written revision and completion plan in collaboration with the faculty member specifying what revisions to the report are required and what additional work, if any, is needed to satisfy unmet objectives
 - d. In the event that an original objective was not completed, the committee shall work with the faculty member to identify an updated outcome and any additional work that was already completed that is comparable in scope
 - e. Working with the faculty member throughout the revision and completion process, including reviewing drafts and providing feedback, with the goal of reaching a final approved report by May 21, 2027
 - f. Granting approval of the final report upon the affirmative agreement of all three Committee members. A report may be approved prior to May 21, 2027 upon the Committee's determination that it is complete and satisfactory
- 5. In the event that an affected faculty member fails to complete the revision and completion process and obtain approval of their sabbatical report by May 21, 2027, the faculty member may be subject to consequences:

- a. Loss of rights to Fall/Spring overload and/or summer teaching assignments, stipends, and reassigned time, with the exception of reassigned time for department chair duties, until the report is approved
 - b. Loss of rights to apply for future sabbaticals until report is approved
6. The Committee and faculty members may continue to work together beyond the deadline until the report is approved. Once the sabbatical report is approved all consequences shall be lifted.
7. Once approved, the Vice President of Academic Affairs will forward the Sabbatical Leave Reports they have approved to the President/Superintendent for review.
8. The President/Superintendent will place the Sabbatical Leave Reports which they have approved on the agenda for the next regular meeting of the Board of Trustees. At this meeting, the Faculty member shall give a presentation to the Board of Trustees on the Sabbatical Leave Report. The Board of Trustees will review the Sabbatical Leave Reports at a regular meeting of the Board and move final approval.
9. A copy of each Board-approved Sabbatical Leave Report will be preserved electronically by the Academic Affairs Office and a certification of successful completion of the report will be forwarded to the Office of Human Resources. The Office of Human Resources will place the certification in the Unit member's personnel file. An electronic copy of the Sabbatical Leave Report and a copy of the original report will be forwarded to the Library to be maintained as a permanent reference file.
10. CCFF and the District agree to mutually open Article 27: Sabbatical Leaves during the 2027-2030 negotiation cycle.

This Agreement is non-precedential, will not bind the Parties in any future action, whether under similar circumstances or not, and cannot be introduced in any grievance, arbitration, complaint, administrative or legal proceeding as evidence of past practice or intent of the parties or meaning or application of the collective bargaining agreement.

For the District:

Mercedes Gutierrez

Dr. Mercedes Gutierrez
Vice-President, Human Resources/
Assistant Superintendent

For the Cerritos College Faculty
Federation
AFT Local 6215:

April Bracamontes

[April Bracamontes \(Apr 13, 2026 10:02:23 PDT\)](#)

Dr. April Bracamontes
CCFF/Lead Negotiator

Will Mittendorf

[will mittendorf \(Apr 13, 2026 10:08:51 PDT\)](#)

Dr. Will Mittendorf
CCFF President

Sabbatical MOU 4.10.2026

Final Audit Report

2026-04-13

Created:	2026-04-11
By:	Mercedes Gutierrez (mgutierrez@cerritos.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAxxSM6_C1xo7HGIpqm-EMrc4R341YYDSZ

"Sabbatical MOU 4.10.2026" History

-  Document created by Mercedes Gutierrez (mgutierrez@cerritos.edu)
2026-04-11 - 1:09:30 AM GMT- IP address: 198.188.96.4
-  Document emailed to Mercedes Gutierrez (mgutierrez@cerritos.edu) for signature
2026-04-11 - 1:10:18 AM GMT
-  Email viewed by Mercedes Gutierrez (mgutierrez@cerritos.edu)
2026-04-11 - 1:10:25 AM GMT- IP address: 52.15.233.54
-  Document e-signed by Mercedes Gutierrez (mgutierrez@cerritos.edu)
Signature Date: 2026-04-11 - 1:10:48 AM GMT - Time Source: server- IP address: 198.188.96.4
-  Document emailed to fulltimevp@ccffcerritos.org for signature
2026-04-11 - 1:10:50 AM GMT
-  Email viewed by fulltimevp@ccffcerritos.org
2026-04-11 - 1:10:55 AM GMT- IP address: 66.249.84.162
-  Signer fulltimevp@ccffcerritos.org entered name at signing as April Bracamontes
2026-04-13 - 5:02:21 PM GMT- IP address: 172.114.187.177
-  Document e-signed by April Bracamontes (fulltimevp@ccffcerritos.org)
Signature Date: 2026-04-13 - 5:02:23 PM GMT - Time Source: server- IP address: 172.114.187.177
-  Document emailed to president@ccffcerritos.org for signature
2026-04-13 - 5:02:25 PM GMT
-  Email viewed by president@ccffcerritos.org
2026-04-13 - 5:07:46 PM GMT- IP address: 66.249.84.160
-  Signer president@ccffcerritos.org entered name at signing as will mittendorf
2026-04-13 - 5:08:49 PM GMT- IP address: 198.188.96.4



Powered by
Adobe
Acrobat Sign



Document e-signed by will mittendorf (president@ccffcerritos.org)

Signature Date: 2026-04-13 - 5:08:51 PM GMT - Time Source: server- IP address: 198.188.96.4



Agreement completed.

2026-04-13 - 5:08:51 PM GMT



Powered by
Adobe
Acrobat Sign