

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CERRITOS COMMUNITY COLLEGE DISTRICT AND  
THE CERRITOS COLLEGE FACULTY FEDERATION (Local 6215, CFT/AFT, AFL-CO)**

Adult Education Summer Office Hours

The parties agree to this Memorandum of Understanding (MOU) regarding Adult Education Summer Office Hours. This MOU becomes effective when signed by the representatives listed below through the end of Spring 2018.

All faculty teaching a class or a lab in summer are eligible to hold office hours and be compensated for them.

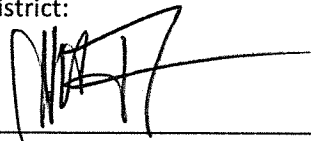
Compensation of summer office hours is based on the unit value of the course. One office hour will be allowable for every unit of the course.

Adult Education (AED) courses have zero-unit value. Therefore, the District and CCFF agree with this MOU that AED office summer hours will be compensated based on the course contact hours as found in the catalog. One office hour will be allowable for every contact hour.

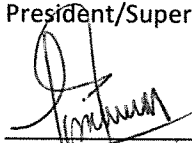
Faculty will inform their appropriate administrator, prior to the first week of classes (2<sup>nd</sup> session) and if teaching first session, within three business days of receiving this notice, the number of office hours they wish to hold that summer term.

Signed on: June 1, 2017

For the District:

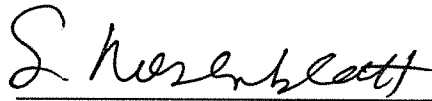


Dr. Jose L. Fierro  
President/Superintendent

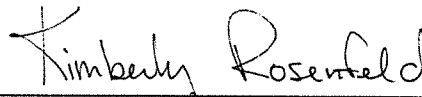


Dr. Adriana Flores-Church  
Vice President, Human Resources

For the Cerritos College Faculty Federation:



Stephanie Rosenblatt  
President



Dr. Kimberly Rosenfeld  
Chief Negotiator

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