

**DISTRICT PROPOSED MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CERRITOS COMMUNITY COLLEGE DISTRICT AND
CERRITOS COLLEGE FACULTY FEDERATION, AFT Local 6215
July 5, 2023**

This Memorandum of Understanding between the Cerritos Community College District and the Cerritos College Faculty Federation, AFT Local 6215 (“CCFF”) is expressly made pursuant to the Educational Employment Relations Act and the 2021-2024 Collective Bargaining Agreement between the parties.

Whereas the District and CCFF have a joint interest to address concerns regarding dual enrollment processing with at least one local public-school district, and at least one private/parochial school who requires Cerritos Community College Faculty to go to that district’s Human Resources department to get fingerprinted through that district due to their concerns regarding DOJ notifications.

In order to maintain harmonious employee relations, the parties agree to the following:

1. Pay stipulations for all Faculty:
 - a. Up to 2.5 hours (1 hour for fingerprinting, 1 hour for tuberculosis testing and an additional 30 minutes for unforeseen circumstances, including mileage and travel per District board policy) of ancillary pay at the rate of \$30 per hour as needed for all part-time Faculty who are required to get fingerprinted and complete tuberculosis testing by the local school district who teach as part of the dual enrollment program. This time is for the Faculty member to be able to fulfill the local district’s requirements. If mileage is incurred, the part-time faculty member shall follow Administrative Procedure 6900.
 - b. Up to 2.5 hours (1 hour for fingerprinting, 1 hour for tuberculosis testing and an additional 30 minutes for unforeseen circumstances, including mileage and travel per District board policy) of Flex credit for all full-time Faculty who are required to get fingerprinted and complete tuberculosis testing by the local school district who teach as part of the dual enrollment program. This time is for the Faculty member to be able to fulfill the local district’s requirements. If mileage is incurred, the Faculty member shall follow Administrative Procedure 6900.
 - c. The totals hours for part-time Faculty must be reported to the Director of Educational Partnerships and Programs (or designee) to receive payment. Full-time Faculty should report the total hours in Cornerstone.
2. Additional expenses with tuberculosis testing or fingerprinting required of the Faculty borne outside the scope of the requirements, if any, may be eligible for reimbursement by the district with the appropriate documentation provided to the Office of Human Resources.
3. Up to 3 hours of ancillary pay at the rate of \$30 per hour as needed for all part-time Faculty and up to 3 hours of FLEX for full-time Faculty for completion of any mandated reporter trainings as stipulated by the needs of the appropriate school entity.

4. Notwithstanding concerns regarding dual enrollment issues brought to the District's attention by both CCFF and Dual Enrollment management, the District's administration will review and address the CCAP agreement with the local school district and any other updates related to dual enrollment processing and addressed during the 2024-2027 negotiations cycle.

For the District:



Mercedes Gutierrez (Jul 8, 2023 09:14 PDT)

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

For the Cerritos College Faculty Federation
AFT Local 6215:



Dr. April Bracamontes
CCFF/Lead Negotiator



Dr. Lynn Wang
CCFF President











CCFF-MOU-Dual-Enrollment-Processing_07052023

Final Audit Report

2023-07-08

Created:	2023-07-05
By:	Kelly Rios (krios@cerritos.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAm6tUW1BSm8XmP07CLMfIVSWduPsrVmWR

"CCFF-MOU-Dual-Enrollment-Processing_07052023" History

-  Document created by Kelly Rios (krios@cerritos.edu)
2023-07-05 - 10:12:58 PM GMT - IP address: 47.146.206.86
-  Document emailed to Lynn Wang (lwang@Cerritos.edu) for signature
2023-07-05 - 10:14:41 PM GMT
-  Email viewed by Lynn Wang (lwang@Cerritos.edu)
2023-07-05 - 10:23:13 PM GMT - IP address: 104.28.85.127
-  Document e-signed by Lynn Wang (lwang@Cerritos.edu)
Signature Date: 2023-07-06 - 0:46:42 AM GMT - Time Source: server- IP address: 172.58.20.109
-  Document emailed to April Bracamontes (abracamontes@Cerritos.edu) for signature
2023-07-06 - 0:46:43 AM GMT
-  Email viewed by April Bracamontes (abracamontes@Cerritos.edu)
2023-07-08 - 3:54:41 PM GMT - IP address: 104.47.56.126
-  Document e-signed by April Bracamontes (abracamontes@Cerritos.edu)
Signature Date: 2023-07-08 - 3:55:17 PM GMT - Time Source: server- IP address: 172.248.34.245
-  Document emailed to Mercedes Gutierrez (mgutierrez@cerritos.edu) for signature
2023-07-08 - 3:55:18 PM GMT
-  Email viewed by Mercedes Gutierrez (mgutierrez@cerritos.edu)
2023-07-08 - 4:14:30 PM GMT - IP address: 47.229.85.147
-  Document e-signed by Mercedes Gutierrez (mgutierrez@cerritos.edu)
Signature Date: 2023-07-08 - 4:14:41 PM GMT - Time Source: server- IP address: 47.229.85.147

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2023-07-08 - 4:14:41 PM GMT