

## CHAFFEY COMMUNITY COLLEGE DISTRICT-CHAFFEY COLLEGE FACULTY ASSOCIATION

### MEMORANDUM OF UNDERSTANDING PERTAINING TO DUAL ENROLLMENT PROTOTYPE

This Memorandum of Understanding ("MOU") is made by and between the Chaffey Community College District ("District") and the Chaffey College Faculty Association ("CCFA") regarding dual enrollment programs.

Whereas, on June 22, 2023, CCFA and the District entered into a successor collective bargaining agreement which provided for a Dual Enrollment Prototype as memorialized in Article 18.11.3; and

Whereas, the prototype program will end at the conclusion of the 2025 term.

Now, therefore, the parties mutually agree to the following provisions of a new Dual Enrollment Prototype for the contract years 2025-2026 and 2026-2027, ending at the conclusion of the summer 2027 term, unless the District and the Association mutually agree to extend the arrangement:

1. In order to provide Chaffey Joint Unified School District ("CJUHS") students with meaningful and equitable access to college courses, the Association and the District agree to a prototype program that will allow CJUHS students to take Chaffey College sections of English 1A, English 1B, Statistics 10, and/or Statistics 510 as part of a College and Career Access Pathways (CCAP) dual enrollment program between the District and CJUHS. The above-referenced courses will be offered during the normal CJUHS school day, using one or the other of the two following methods:
  - a. **Model 1:** A Chaffey College instructor is paired with a CJUHS teacher; the Chaffey College instructor is the sole instructor of record, responsible for all aspects of course delivery. Any section taught pursuant to Model 1 of this MOU shall be load-bearing consistent with the District's current load factors.
  - b. **Model 2:** CJUHS teacher is hired by the District via the normal District hiring processes and is the sole instructor of record, responsible for all aspects of course delivery. Any section taught pursuant to Model 2 of this MOU shall be load-bearing consistent with the District's current load factors.
2. When courses are taught via Model 1, the following conditions are in effect:
  - a. All articles of the District-CCFA Collective Bargaining Agreement (CBA) remain in full force and effect, with the following additions:
    - 1) For the special circumstances associated with teaching a college course on a high school campus, which include but are not limited to, training, site clearance, and increased section size, as applicable, District instructors shall be compensated a one-time stipend of \$2,000 for each semester they serve

in the Model 1 capacity, regardless of the number of sections they are paired with the CJUHSD teacher. There shall be no more than 40 hours of required training and meetings associated with this assignment per year. This stipend shall be in addition to section compensation as outlined in Article 21 of the District-CCFA CBA. The District makes no representations that the stipends are or are not STRS eligible.

3. When courses are taught via Model 2, the following conditions are in effect:

- a. CJUHSD teachers shall be employed by the District and compensated by the District at a rate of \$1,000 for a 2.0-unit course, \$2,000 for a 3.0-unit course, and \$3,000 for 4.0-unit course. This compensation shall be in recognition of the instructor delivering the full content of the course as described in its Chaffey College Course Outline of Record, in synthesis with the content of the high school class. This pay-per-course includes all duties listed in 21.2, except as excluded below.
- b. Model 2 CJUHSD instructors will be assigned a District faculty subject specialist mentor. The mentor is required to meet with the Model 2 instructor at least once a month, at a time/date and via a modality of their mutual choosing, for the purpose of developing syllabi, completing documentation, answering questions, and offering additional support as needed.
  - 1) Each District mentor shall receive a stipend of \$1,500 for each semester they serve as a mentor pursuant to this MOU. In the case of "linked" courses (e.g. STAT-10 and STAT-510) taught to the same students by the same Model 2 instructor, the same mentor shall be assigned to both sections. The District makes no representations that the stipends are or are not STRS eligible.
  - 2) In the event that a District mentor is assigned to a Model 2 instructor that is teaching more than one section of a course or pair of linked courses, the mentor shall receive the stipend indicated above, with additional compensation of \$500 for each additional section.
  - 3) Model 2 instructors and mentors shall be compensated pursuant to Article 21 of the District-CCFA CBA for any additional District-required meetings or trainings, other than monthly mentor meetings, that they participate in that are in connection with their Model 2 or mentor duties. Any training compensation pursuant to Article 21 must be pre-approved by the District.
- c. Model 2 instructors shall be subject to all articles of the District-CCFA CBA except as noted below:
  - 1) Article 11 - Health and Welfare Benefits: Model 2 instructors who are full-time employees of CJUHSD, or who already receive medical benefits from CJUHSD, shall not be eligible to participate in the District Part-Time

Medical/Dental Benefits program.

- 2) Article 13 - Grievance Procedure for Bargaining Unit Members: Any CJUHSD employee providing instruction pursuant to this MOU without an additional Chaffey College teaching assignment may only utilize the District-CCFA Article 13 grievance procedure in connection with a grievance filed against the District as it relates to their Model 2 assignment. Any CJUHSD employee with both a Model 2 and a non-Model 2 Chaffey College teaching assignment is subject to the same restrictions as above as it relates to their Model 2 assignment, but may utilize said grievance procedure for any and all matters related to their non-Model 2 assignment to the full extent permitted under Article 13.
- 3) Section 14.2.2 – Sick Leave Benefits: Model 2 instructors who are full-time employees of CJUHSD, or who receive sick leave benefits as an employee of CJUHSD, shall not receive sick leave benefits from the District for Model 2 assignments; thus, there shall be no deduction in their Model 2 compensation due to an absence.
- 4) Section 17.4 – Flex Calendar: Model 2 instructors can satisfy their FLEX requirement with flexible FLEX, regardless of time/day of teaching assignment.
- 5) Section 18.3.6 – Large Sections.
- 6) Section 21.2: Compensation for all Model 2 assignments shall be governed by this MOU.

d. Miscellaneous:

- 1) Article 7.4 will be understood to mean that the District shall provide CCFA with access to any Model 2 online orientation, as well as up to twenty (20) minutes of access during a mutually-agreed-upon in-person training/orientation for any and all new individual or groups of Model 2 instructor(s). The District shall also include CCFA membership materials during the Human Resources new hire process.
- 2) Model 2 instructors will be given guidance from the District regarding their use of the District and/or CJUHSD LMS(s) and will not be subject to adverse action for using the latter, if directed to do so.
- 3) All sections taught under this MOU shall have a cap of no more than 36 students.

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- 4) Units/hours taught via Model 2 assignment shall not count toward the 18-unit requirement for preferred re-employment consideration as described in Section 18.7.6.1c.

Parties agree that this MOU is non-precedent setting, and applies solely to the specific terms set forth herein as it relates to the District-CCFA CCAP Dual Enrollment program.

This Memorandum of Understanding is contingent upon approval by the Chaffey Community College District Governing Board and Chaffey College Faculty Association.


IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**Chaffey College Faculty Association**

  
\_\_\_\_\_  
Association

Date: 5/20/2025

**Chaffey Community College District**

  
\_\_\_\_\_  
District

Date: 07/07/2025