



**Agenda Item Details**

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**Public Content**

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WHEREAS negotiators from the PTFA and District compiled and signed a tentative agreement for 2013-2015 years, which was subsequently approved by the membership.

NOW, THEREFORE BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to ratify the Modifications to the Collective Bargaining Agreement between the District and the Imperial Valley College Chapter of the PTFA

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**Administrative Content**

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**Motion & Voting**

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TO: IVCPTFA  
FROM: Imperial Community College District  
DATE: August 27, 2013  
SUBJECT: Tentative Agreement 2013-2014 & 2014-2015

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***The current collective bargaining agreement (CBA) shall remain status-quo with the exception of the following:***

**Unit Member rights**

**Notification of Full-Time Permanent and Temporary Faculty positions**

- 3.6** The District shall send an electronic message (via IVC email) to all part-time faculty unit members five (5) days prior to the opening of a position for a Full-Time Permanent or Temporary Faculty position (FTP)

being granted rank 2, and so on. If a unit member possesses qualifications to work in multiple disciplines, the unit member shall notify the Human Resources Department of said qualifications and upon verification be added to the seniority list of the additional disciplines.

Once class(es) and/or hours have been assigned to Full-Time Faculty by the end of the fall, ~~and/or~~ spring, winter intersession and summer semester, Full-Time Faculty shall not be entitled to bump a part-time faculty member in order to obtain an overload assignment. In the case where a full-time faculty needs to bump part-time faculty after the original scheduling process to make load, the bumping shall be in reverse seniority order.

### Course Assignment Procedure

For each fall and spring semester and for the winter intersession and the summer session, the Deans and Department Chairpersons, under the direction of the Vice President for Academic Services and with consultation from Student Services, shall develop the list of projected course offerings, including dates, times, locations, and patterns, in each subject area that best fit the needs of the students.

Department Chairpersons will offer to all qualified unit members in their divisions or departments the opportunity to select course assignment(s) according to the following procedure after full time unit members have selected their assignments, utilizing a priority selection system based upon seniority.

1. The Division Chair or designee shall notify all unit members on their seniority list of the date that the course selection shall begin at least five work days prior to the selection process. The list of courses in the discipline to be offered for that semester or session shall be offered first to the rank 1 member. That member will have the opportunity to select up to the maximum amount of load allowed by law (67% of a full-time faculty load). I

5. Unit members assigned a course may be bumped by another unit member with more seniority if that unit member was bumped because a full time faculty member needed to make load, but not for overload purposes.

#### 10.3 Non-Teaching Faculty Assignment Procedure

Currently employed unit members in non-teaching assignments shall be offered the maximum amount of hours allowable by law in order of seniority prior to hiring additional non-teaching unit members. In the case where a full-time faculty needs to bump part-time faculty after the original scheduling process, the bumping shall be in reverse seniority order. Unit members assigned hours may be bumped by another unit member with more seniority if that unit member was bumped because a full time faculty member needed to make load, but not for overload purposes.

Remainder of article remains unchanged.

#### **10.4 Class Size**

It is the intent of the parties that present class size quotas for all classes offered within the District shall continue for the duration of this Agreement.

The minimum class size quota for traditionally delivered courses shall be twenty-eight (28) students per class except in cases where student safety or government regulations require a smaller class size. The maximum class size quota shall be forty-five (45) students per class. In all cases, class size quotas for individual courses shall be set based upon appropriate academic needs and through the shared governance processes established by and with the consent of the Academic Senate and the Curriculum Committee.

The minimum and maximum class size quota for online courses shall be based upon appropriate academic needs and through the shared governance processes established by and with the consent of the Academic Senate and the Curriculum Committee.

In order to avoid the cancellation of a class during a given semester or session, a class must achieve an enrollment equal to at least 60% of class size quota or 17 students, whichever is less. The Vice President for Academic Services can waive this requirement upon his/her discretion for reasons including, but not limited to, the following:

1. If a small group of students needs a certain course for graduation or program completion and no substitute course is available;
2. If a new course is inaugurated and it is believed that continuing the course with a small number of students will enhance the potential growth of the course;

3. If a course is offered that is an important part of the curriculum (e.g. part of a Program Pathway) and the instructor's class sizes in other assigned courses are above average;
4. If it is deemed wise to offer special studies, individual studies, and honors courses which naturally have a small class size.

Unit members whose classes are below the class size quota on the first day of instruction are expected to add additional students up to the class size quota at the first class meeting, up to the class size quota. Unit members are encouraged to add additional students up to the class quota after the first class meeting but before the District registration process. Unit members are encouraged to add additional students academically appropriate.

Unit members whose classes are below the maximum class size quota are expected to add additional students up to the maximum class size quota during the late registration process.

(This section shall mirror the Full Time Faculty CBA)

## **Discipline**

### **11 General**

The parties recognize that unit members do not accrue permanency under California law. Unit members not rehired at the start of a semester shall not be considered to have been dismissed.

Unit members may receive disciplinary notice, at various levels, for any reason that the supervisor and District find appropriate. However, dismissal after the start of a semester or session should occur for one of the following causes:

1. Immoral or unprofessional conduct.
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2. **Progressive Discipline**

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