

**MEMORANDUM OF UNDERSTANDING**

The Los Angeles Community College District (the "District") and the American Federation of Teachers College Guild Local 1521 (the "AFT") agree to the following:

Adjunct faculty who teach Distance Learning (DL) courses or courses scheduled as "To be Announced (TBA)" will be credited with illness days as per the intent of Ed Code section 87781. Accrual of illness days for teaching DL or TBA courses will be based on the number of classes taught per semester. One illness day will be accrued for each class taught.

In addition, the parties agree that a faculty who is teaching a DL or TBA course shall report illness absences if they are not able to have meaningful regular contact with students at least once a week.

Examples of meaningful regular contact include, but are not limited to the following:

- Submitting / grading assignments
- Participating in discussions
- Responding to emails / phone calls
- Attendance at scheduled chats
- Adherence to scheduled events in the syllabus
- Reviewing messages and responding to messages in the virtual classroom
- Attendance or participation in web conferences or other live events scheduled for the class
- Proctoring exams
- Attendance to on-campus events or other locations where instructor and students meet for class; i.e. museum, observatory, etc.

**Rationale:** The language in Article 25.E.2.b credits temporary adjunct faculty with illness days based on the number of days per week assigned as per the intent of Ed. Code Section 87781. For instance, if temporary adjunct faculty member works two days per week in both fall and spring semesters (such as a one TTH class) he/she shall have been credited with 4 illness days. If he/she worked MTWTh in fall and MW and S in spring, the illness credit would be 7 days for that academic year.

However, current Ed Code and CBA language are silent on the crediting of illness days for adjunct faculty who teach Distance Learning (DL) or TBA courses. TBA courses are defined as courses which do not have a regularly scheduled time to meet. In an effort to address this gap, the parties agree that adjunct faculty who teach DL or TBA courses will be credited with one day of illness for each class taught in a semester. For example, a faculty who teaches three classes during a semester will be credited with 3 illness days for that semester.

Dated: August 4, 2014

For the District:



Francisco Rodriguez  
Chancellor

For the AFT:



Joanne Waddell  
President