

**MEMORANDUM OF UNDERSTANDING
BETWEEN
LOS RIOS COMMUNITY COLLEGE DISTRICT
AND
LOS RIOS COLLEGE FEDERATION OF TEACHERS LOCAL 2279
May 1, 2002**

During negotiations of Spring 2002 language was agreed upon relative to salary placements. The language is as follows:

2.8.8 A faculty member desiring to adjust his or her placement due to the new Associate's degree/Vocational Credential language pursuant to 2.8.3 shall notify the Department of Human Resources in writing by August 15 and provide supporting documentation of any potential salary class changes in order to receive an increase for the current academic year. Failure to submit the necessary information by August 15 will cause forfeiture of the potential placement change for that academic year.

The intent of this language was to provide an opportunity to recognize completed education for faculty given the following:

- ? The Human Resources Department does not have sufficient staff to research the educational background in each faculty member's personnel file and,
- ? The Human Resources Department may not have all transcripts or other college degrees on file and,
- ? Faculty members need to formally request this salary improvement if/when applicable.

It was agreed that no retroactivity will be taking place regarding these adjustments. Specifically, no salaries will be improved for schedules under the prior collective bargaining agreement and no retroactivity will take place if an individual faculty member does not take advantage of notification to the District in a timely manner. The District will adjust the faculty member's salary proactively based on the date the request is submitted.

LOS RIOS COMMUNITY
COLLEGE DISTRICT

LOS RIOS COLLEGE
FEDERATION OF TEACHERS

DATE

DATE