

Side Letter of Agreement
 Between
 Merced Community College District
 And
 California School Employees Associations
 And
 Its Chapter #274

Delay of Evaluations of Permanent Staff and Delay of Reclassification Timeline Due to COVID-19

The parties to this side letter agreement are the Merced Community College District ("District"), the California School Employees Association ("Association"), and its Chapter #274 ("Chapter").

This side letter agreement is entered into between the Parties concerning the District's response to the coronavirus ("COVID-19") pandemic. On March 5, 2020 Governor Newsom declared a California State of Emergency due to the COVID-19 outbreak and on March 11, 2020 the World Health Organization officially declared the COVID-19 outbreak a pandemic.

The District, Association, and Chapter acknowledge that the health and safety of students, staff and communities served by the District are their highest priority. The Parties acknowledge that precautions must be taken to prevent the spread of the virus and identify potential exposures. The precautions, including limiting employee contact, negate the Parties' ability to conduct some aspects of standard business.

Given the nature of this unprecedented event, the parties agree as follows:

Evaluations

MC CV
 AC CV

- 1) All evaluations of ~~probationary and~~ permanent classified professionals scheduled between March 1, 2020 and August 1, 2020 will be delayed and will be completed prior to December 31, 2020.
- 2) The period of evaluation will remain unchanged despite the delayed completion date.
- 3) All probationary employees will continue to be evaluated on the regular timeframe. If work within the functions of the employee's assigned position is not available or is not appropriately performed onsite or via work-from-home, the employee will be placed on a paid leave of absence effective retroactively to Friday, March 20, 2020 in order to toll time for the probationary period.

Reclassification

- 1) The timeline for reclassification, as defined with Article 35, shall be delayed to Fall 2020.
- 2) The process for reclassification pursuant to Procedures #1 and #2 (below) have already been completed and shall not be repeated.
 - #1: The Office of Human Resources will notify classified employees of the Reclassification Process Timeline. The process shall begin no later than March 30th.
 - #2: All employees considering reclassification must attend a reclassification orientation.
- 3) Because those classified professionals interested in reclassification for Spring 2020 have already had the opportunity to attend an orientation, only those who attended orientation in Spring 2020 will be considered for reclassification pursuant to this Agreement in Fall 2020.
- 4) The Reclassification Committee established for Spring 2020 will remain the same unless team members experience scheduling conflicts that cannot be otherwise addressed.
- 5) Classified Employees eligible to apply for reclassification pursuant to this Agreement must submit their reclassification Request Form to their immediate supervisor pursuant to Procedures #4 no later than September 4, 2020.

- 6) The Superintendent/President shall submit the committee's recommendation to the Board of Trustees no later than the regular Board of Trustees meeting in December 2020.
- 7) The approved reclassifications will be effective following Board approval.

The Parties agree to sign this Memorandum of Understanding electronically and it shall have the same force and effect as if it were executed with a physical signature.

For The District

Christopher H Vitelli Digitally signed by Christopher H Vitelli
Date: 2020.03.30 14:17:05 -07'00'

Chris Vitelli, Superintendent/President

03/30/2020

Date

For The Association

Angelica Campos
Angelica Campos (Apr 30, 2020)

Susan De Leon, Labor Representative

4/9/2020 - Approved via CSEA emergency 610 process

Date

For The Chapter

Angelica T Campos Digitally signed by Angelica T Campos
Date: 2020.03.27 15:00:05 -07'00'

Angelica Campos, Chief Negotiator

3/27/2020

Date

Signature: 

Email: chris.vitelli@mccd.edu











Final-Side-Letter-COVID19-CSEA-website

Final Audit Report

2020-05-01

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