

ARTICLE 4 - INTRACOLLEGIATE RELATIONS

The following tentative agreement regarding Article 4 language changes is agreed.

For the El Camino College Federation of Teachers

By: *Jaura C. Salas*
Chief Negotiator

Date: 3/18/23

For the El Camino College District

By: *Jame Miyashiro*
Chief Negotiator

Date: 3/13/2023

Section 1. Academic Senate

(a) The El Camino College Academic Senate, which is chartered to provide the faculty with a formal and effective procedure for participating in the formation of District policies on academic and professional matters, will continue that role as is outlined in Board Policy, adopted August 7, 1972. The Policy may be amended by the Board of Trustees when such amendment is recommended jointly by the District and the Academic Senate. The Academic Senate shall have no jurisdiction over matters specifically delegated to the Federation or to any joint District-Federation committee by terms of this Agreement.

(b) Effective Fall 2020, the District will provide 3 FTEF of reassigned/release time each semester for the work of the Academic Senate officers. The distribution of the reassigned/release time shall be at the discretion of the Academic Senate Board Executive Committee in consultation with the faculty member. Full-time faculty who request and are approved by the Academic Senate Executive Committee to work a reduced load shall schedule, in consultation with their Dean or Director, a reduced amount of time from their 40-hour contractual workweek for Academic Senate activities while maintaining their regular contractual salary. Faculty who request and are approved by the Academic Senate Executive Board to work their full contractual load and do Academic Senate activities in addition to their contractual workweek shall receive additional pay ("special assignment") disbursed hourly in accordance with Appendix D-3, Rate I. The Academic Senate President will provide the Office of the Vice President of Academic Affairs within one week of the end of the academic semester a list of names with total number of Senate hours worked per person for those individuals who should receive special assignment pay. Notification of the designated Academic Senate officers and the schedule of their release/reassigned time will be provided by the Academic Senate President to

the Vice President of Academic Affairs at least six (6) weeks in advance of the beginning of any semester, before the end of the prior semester.

(c) During summer and winter intersessions, work performed by members of the Academic Senate Executive Board may request, in consultation with the Vice President of Academic Affairs, to perform Senate-related work which shall be compensated hourly at the Appendix D-3, Rate I.

Section 2. Curriculum

Curriculum will be governed by Board Policy, Curriculum Review and Approval, which provides for the responsibility and the authority of the Academic Senate to consider and make recommendations on curriculum matters. Procedures to implement this policy may be found in the Curriculum Handbook.

Section 3. Textbook Adoption

The procedures for textbook adoption and cancellation shall continue as set forth in Board Policy, and as amended from time to time. The District shall consult with the Federation as to any changes in this policy.

Section 4. District-Federation Consultations

The President of the College and the President of the Federation, or their designees, will meet at least once each semester or upon the request of either person to discuss the definition of educational objectives of the College and matters that would facilitate the implementation of the Agreement. By mutual agreement, they may include other persons as participants in any such meetings.

Section 5. Faculty Selection

(a) The selection process for Faculty Members shall be in accordance with the hiring policies/procedures adopted by the Board of Trustees for Full-Time, Part-Time, and Full-time Temporary Faculty Members, attached hereto as Appendices M-1 through M-3.

(b) In the event the Academic Senate or the Board of Trustees seeks to change Appendices M-1 through M-3 in a manner that either the District or Federation believes impacts their bargaining rights and working conditions covered by this Agreement, either the District or the Federation may, upon written notice to the other, reopen this Section 5.

Section 6. Administrator Selection and Evaluation

(a) The District shall continue its existing policy respecting involvement of Faculty Members in the process of selection of Academic Administrators, the President, and all Vice Presidents. Any revision of such policy shall be subject to consultation with the Academic Senate and the Federation. Faculty participation in Academic Administrator, the President and all Vice President hiring committees currently includes one faculty representative appointed by the Academic Senate and one faculty member representative appointed by the Federation with respect to first level interviews. The Federation representative shall participate in all aspects of the Academic Administrator, President and Vice President hiring process including participation in final interviews.

(b) The District shall, in the evaluation of certificated management personnel, solicit information and opinions from those Faculty Members, if any, who are supervised by such administrators.

Section 7. Part-Time Faculty Selection

During the academic year in which the need for a Part-Time Faculty Member occurs, Part-Time Faculty Members may be appointed for the same academic year by the Dean from among the pool of applicants deemed acceptable after the initial interview process without engaging in any other hiring process.

~~A formal Part-Time Faculty Hiring process shall be reviewed by a joint committee of Federation, Academic Senate and District representatives. The recommendations will be submitted to the District and Federation for their consideration and inclusion in Appendix M-2. This committee shall commence upon ratification of this agreement by the faculty and Board of Trustees with the goal of being finalized within six (6) months of ratification.~~

Section 8. Faculty Handbook

A committee jointly comprised of Federation, Academic Senate and District representatives has been established to determine the content of the faculty handbook. This handbook will be maintained on-line and updated from time to time by the office of Professional Development and Learning.