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LRCCD/LRCFT
Memorandum of Understanding

Waiver Allowing Counselors, Librarians, and Coordinators to Work Remotely for Fall

2021 Background

The ongoing COVID-19 pandemic, uncertainty regarding availability of vaccines, and the continuing concerns for public health make it difficult to predict when our colleges can return to normal operations. The Federation and District have a shared interest in protecting the health and safety of our students, faculty, and staff.

As of the execution date of this MOU, no decision has been made on whether the Los Rios Community College District will re-open for Fall 2021. This MOU and waiver are being developed in the event that LRCCD partially re-opens campuses for the Fall 2021 semester. During Fall 2021, the District will still be under a partial closure and therefore under a local emergency Distance Education addendum.

1. Regular Counselors / LTT Counselors can opt to work up to 100% of their assignment (.2, .4, .6, .8, 1.0) remotely during Fall 2021.
 - a. They will still be scheduled for student contact hours and office time and must fulfill all college service obligations.
 - b. They can opt to work all or part of their overload assignment remotely.
 - c. They can opt to teach their HCD courses online.
 - d. In order to reduce part of their load for Fall 2021, they are allowed to use accumulated overload.
 - e. Performance reviews will move forward for all tenured/tenure-track counseling faculty scheduled for review during Fall 2021. Faculty opting for a fully online schedule will undergo online workstation reviews. The format of the reviews will follow the agreed-upon format from Fall 2020.
2. Regular Librarians / LTT Librarians can opt to work up to 100% of their assignment (.2, .4, .6, .8, 1.0) remotely during Fall 2021. Regular Librarians can opt to work all or part of their overload assignment remotely.
 - a. Participation in work requiring contact with students or patrons is voluntary.
 - b. Regular Librarians can opt to work all or part of their overload assignment remotely.
 - c. In order to reduce part of their load for Fall 2021, regular Librarians are allowed to use accumulated overload.
 - d. Regular Librarians must fulfill their college service obligations.

- e. Performance reviews will move forward for all tenured/tenure-track Librarians scheduled for review during Fall 2021. Library faculty opting for a fully online assignment will undergo online workstation reviews. The format of the reviews will follow the agreed-upon format from Fall 2020.

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- 3. Regular Coordinators / LTT Coordinators, with the exception of those listed in 3A, may opt to work up to 100% of their assignment (.2, .4, .6, .8, 1.0) remotely during Fall 2021.
 - a. CTE Coordinators, Faculty Athletic Coordinators are covered in the MOU for non classroom faculty with professional responsibilities requiring a return to campus
 - b. Participation in work requiring contact with students is voluntary.
 - c. Regular Coordinators can opt to work all or part of their overload assignment remotely.
 - d. In order to reduce part of their load for Fall 2021, regular Coordinators are allowed to use accumulated overload.
 - e. Regular Coordinators / LTT Coordinators must fulfil their college service obligations.
 - f. Performance reviews will move forward for all tenured/tenure-track Librarians scheduled for review during Fall 2021. Regular Coordinators / LTT Coordinators opting for a fully online assignment will undergo online workstation reviews. The format of the reviews will follow the agreed-upon format from Fall 2020.