

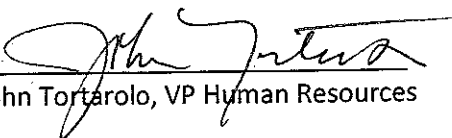
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Memorandum of Understanding  
Classification Study and "Me too" Funds  
August 1, 2013

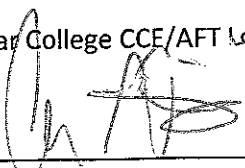
This Memorandum of Understanding is made as of August 1, 2013 by and between the Palomar Community College District ("District") and CCE/AFT with regard to the following:

- 1) The 0.72% accrual which is currently approximately \$1 Million shall be capped as of June 30, 2013.
- 2) The parties agree to have a new classification study conducted by an independent third party jointly agreed to by the parties with the cost not to exceed \$200,000.00 which will be funded out of the 0.72% accrual. It is expected that the process of the classification will start September 1, 2013 and be completed by January 1, 2015. *The CCE & District shall form and co-chair a steering committee that shall be involved in all aspects of the formation and implementation of the classification study including but not limited to communications, structure, process, impact, appeals process, timelines, etc. The parties agree to meet and negotiate over implementation of the classification study.*
- 3) The parties agree to use the current job descriptions until the new classification study is completed and implemented.
- 4) No existing CCE/AFT bargaining unit position will be reclassified until the classification study is completed.
- 5) After completion and implementation of the new classification study, the parties agree to create a Classification Specification Committee ("CSC") to be co-chaired by a CCE/AFT appointed bargaining unit member and a District appointed administrator. The CSC shall be responsible for reviewing 20% of the job descriptions annually on a rotating basis. The job descriptions selected for each year shall be jointly agreed to by District and CCE/AFT. The CSC process shall not affect Article 10 – Reclassification.
- 6) The parties recognize that the District may have a need to create new positions during the process of the classification study. With these positions bypassing the classification study they will be evaluated by the CSC in their first annual review of the job descriptions. ~~Additionally, any positions without job descriptions prior to the classification study will also be included in the CSC's first annual review.~~ AH
- 7) The parties agree to distribute the balance of the 0.72% accrual (after deducting the cost of the classification study) as follow:
  - a. Add 0.72% to the classified salary schedule, funding the first year (2013-14) out of the 0.72% accrual.
  - b. Distribute the balance of the 0.72% accrual as an off-schedule distribution to all CCE/AFT bargaining unit members employed by the District as of July 1, 2013 either as a one-time payment or in monthly installments over the remaining months of the 2013-14 fiscal year, at the discretion of the employee, subject to all applicable deductions.
  - c. Any CCE/AFT bargaining unit members who leave employment during fiscal year 2013-14 shall have the balance of their share of the 0.72% accrual monies paid in a lump sum.
  - d. Upon completion of the classification study any remaining balance of the \$200,000.00 withheld from the 0.72% accrual for the cost of the classification study, will be paid out in a lump sum to all bargaining unit members.

Palomar Community College District

  
John Tortarolo, VP Human Resources

Palomar College CCE/AFT Local #522

  
Aaron Holmes, CCE/AFT President