

Side Letter

by and between the Glendale

College Guild, Local 2276

and the

Glendale Community College District

The Glendale College Guild and the Glendale Community College District mutually agree to the following Side Letter:

The Parties agree to the following Side Letter with the understanding that the District's concern regarding long term financial liabilities and short term impact have yet to be addressed in the 2024 successor negotiations as it relates to its banked units program.

- A. FTo compensate for additional project work, the Guild and District agree that for the ~~2023-24~~ **2024-25** academic year, divisions shall receive load pool hours as indicated below. Full-time faculty may receive load pool hours; adjunct faculty may receive a non-instructional stipend equivalent to the specified number of units that does not count towards load. Load pool hours may ~~also~~ be awarded for **tasks such as** assessment cycles, C&I Committee curriculum, program review, **department coordinators**, and other projects:

Biology	6
Business	12
Noncredit Business	8
Noncredit ESL	10
Credit ESL	9
English	10
Health/PE	10
Health Science	9
Language Arts	10

*Library	4
Math	11
Physical Sciences	10
Social Sciences	16
Student Services	6
Tech/Aviation	10
*Vice President of Instruction	15
VPA	14
TOTAL:	170 155

B. Using a load pool unit form, load pool units and/or stipends shall be recommended by the Division Chair and ~~approved by the Vice President or designee and shall be announced at a Division meeting~~ **must be brought forward for an advisory vote at an official division meeting where there is a quorum present. The appropriate Vice President or designee shall have final approval of the load pool hours allocations.** Load pool **hours** units and/or stipends ~~shall~~ **must** be board reported.

C. Division Chairs proposing to assign hours to **themselves** ~~himself/herself~~ must be approved by motion at an official division meeting where there is a quorum present.

D. Allocated units that are not assigned by a division may be reallocated to another division by the Vice President of Instructional Services as needed.

E. The Vice President shall have 15 units allocated annually to assist divisions in meeting the District's operational needs.

F. The Vice President of Instruction shall provide a report detailing their allocation of load pool hours at or before the second to last Division Chair meeting. This report is intended to identify faculty within Divisions who were allocated load pool hours by the Vice President of Instruction that semester.

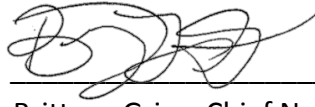
~~E.~~ **G.** This side letter shall be re-evaluated after the ~~2023-24~~ **2024-25** academic year.

~~F.~~ **H.** The Guild and District shall review division unit usage at the end of academic year in ~~2024~~ **2025** negotiations.

DATE: 5/28/2024



Caroline DePiro, Chief Negotiator
Glendale College Guild



Brittany Grice, Chief Negotiator
Glendale Community College District