

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SOUTHWESTERN COMMUNITY COLLEGE DISTRICT  
AND  
SOUTHWESTERN COLLEGE EDUCATION ASSOCIATION**

**April 17, 2020**

This Memorandum of Understanding ("MOU") is entered into by and between the Southwestern Community College District (hereinafter referred to as "District") and the Southwestern College Education Association (hereinafter referred to as "SCEA") (hereinafter collectively referred to as the "Parties"), and is expressly made pursuant to the Educational Employment Relations Act and the current Collective Bargaining Agreement ("CBA"). The purpose of this Memorandum of Understanding is to address the processing of faculty evaluations during the COVID-19 crisis which has resulted in a remote working environment.

This MOU between the Parties is not intended to change the terms of the current CBA but is instead a one-time, non-precedent setting agreement that may not be used as the basis of a past practice by either party.

**TERMS**

1. The Parties understand that during remote working operations, faculty evaluations will temporarily be submitted via electronic formats or regular mail for submittal to the division's administrative secretary. The administrative secretary will in turn use the various electronic options for submittal to HR. These delivery formats include:
  - a) Scan
  - b) Regular mail
  - c) Zoom
  
2. All sides agree to make confidentiality a priority.

**For the District:**

**For SCEA:**

X *Rose DelGaudio*

Rose DelGaudio

Executive Assistant Superintendent/Vice Presiden...

X *Candice Taffolla-Schreiber*

Candice Taffolla-Schreiber  
Faculty Bargaining Lead, SCEA