

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

May 8, 2025

**Non-Contractual Reassign Time & Non-Contractual Extra Pay Assignment:  
Advancing Equity Teaching Academy**

1. By this Memorandum of Understanding (“MOU”), the Southwestern College Education Association (“SCEA”) and the Southwestern Community College District (“District” or “SWCCD”) (hereinafter collectively referred to as the “Parties”) agree to the following with respect to the Advancing Equity Teaching Academy.
2. The purpose of this MOU is to establish the terms and conditions under which the AETA (Advancing Equity Teaching Academy) will function through the 2024-2025 Academic Year.
3. This MOU will take effect upon ratification of both Parties, and will expire at the close of business on June 30, 2025. This MOU shall be retroactive to the conclusion of the previous AETA agreement such that there is no gap between the sunset of the previous agreement and the coverage of this extension.
4. Responsibilities of Mentors and Mentees:

The Advancing Equity Teaching Academy (AETA) is a professional learning program designed with the intention of having the most systemic impact by investing resources into teaching, learning, and beyond in an effort to create faculty leaders who will not only transform their own classroom but also have a positive impact on their departments in particular and the College District as a whole.

- AETA begins with the Advancing Equity Teaching Institute that will run during three days in August.
- Faculty will participate in the full academic year professional learning program in which they will learn about culturally responsive teaching (CRT) principles and practices and how to apply them with a focus on closing the equity gap.
- Faculty must commit to completing all the tasks delineated by the program organizers.

## **MENTORS**

- Mentors will be identified by the Executive Officer of Equity and Engagement among those faculty members who have completed AETA. All attempts will be made to identify mentors from a variety of disciplines.
- Mentors will lead small groups (10 or less) of AETA participants and help coordinate and conduct program activities throughout the academic year.
- Mentors will also participate in training prior to the start of the Advancing Equity Teaching Institute.
- Mentors will meet with AETA Coordinator and/or Executive Officer of Equity and Engagement in preparation of monthly meetings.

## **MENTEES**

- Activities will include but not be limited to:
- Monthly cohort meetings throughout the Fall and Spring semester
- Self and Peer Observations
- Exploration and assessment of Culturally Responsive Teaching/Equity Minded theory and practice
- Assignments
- Data analysis and data-informed planning
- Presentations to colleagues
- Participants' outcomes include but are not limited to:
  - Content and material for faculty learning and professional development, e.g., model syllabi and lesson plans
  - Professional development workshops
  - Department/school/ meetings presentations

5. Compensation for faculty, participants/mentees, who complete the entire AETA as delineated in the agreement, will take place as follows:

2024-2025 Academic Year:

- 1) a one-year advancement towards salary placement once completion of the entire academy has been verified OR
- 2) a one-time \$3,000 stipend while funds remain available.

Faculty must select their compensation option by the Fall deadline provided during the program. If option 1 is chosen by a faculty member who later becomes a full-time unit member, they shall receive one-year of additional service credit towards their initial salary schedule placement up to but not exceeding step 6 of the salary schedule. If a part time unit member completed AETA between Fall 2020 and Fall 2022 and subsequently became a full timer unit member, they shall be eligible to retroactively receive one-year of service credit to their initial salary placement at time of hire up to but not exceeding step 6.

Advancement on the salary schedule for instructional faculty shall take place at the beginning of the fall semester, and for non-instructional faculty beginning on July 1st. Stipends will be issued upon verification of completion of the program. Faculty participation and compensation will be contingent upon the existence of an employment contract with the District during the Fall and Spring semesters during the academic year of participation. If a participant elects to opt out, or not complete all of the activities delineated in the agreement, or if the faculty member does not receive an employment contract for academic year of AETA participation, they will not be eligible for participation and/or compensation and will not be penalized.

Compensation for AETA mentors, who serve for the entire year as delineated in the agreement, will take place in the form of two \$2500 stipends to be paid at the end of each semester. AETA Mentor participation and compensation will be contingent upon the existence of an employment contract with the District for Fall and Spring during the academic year of AETA participation, and completion of all duties. If an AETA mentor elects to opt out, or not complete all of the activities delineated in the agreement, or if the AETA Mentor does not receive an employment contract for Fall or Spring during the academic year of AETA participation, they will not be eligible for participation and/or stipend and will not be penalized.

6. All other terms and conditions of work shall be in accordance with the collective bargaining agreement between the Parties currently in effect. Unless otherwise agreed to by the Parties, upon the expiration of this MOU as stated below, all terms, conditions, and agreements stated in this MOU shall cease and return to those stated in the collective bargaining agreement between the Parties.
7. This MOU, consisting of a total of four (4) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. All prior understandings, terms, or conditions are deemed merged into this Agreement.
8. Either party may request changes to this MOU. Any changes, modifications, revisions, or amendments to this MOU must be mutually agreed upon by and between the parties and must be incorporated by written instrument, to be effective when executed by all parties to this MOU.
9. Any dispute regarding compliance with the terms of the MOU shall be adjudicated in accordance with the grievance procedure in Article 12 of the current CBA.
10. 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. This MOU will not bind the Parties in any future action, whether under similar circumstances or not, and cannot be introduced in any grievance, arbitration, complaint, administrative or legal proceeding as evidence of past practice or intent of the Parties or meaning or application of the CBA.

11. The Parties to this MOU, through their duly authorized representatives, have executed this MOU on the days and dates set out below and certify that they have read, understood, and agreed to the terms and conditions of this MOU. This Agreement is subject to the ratification procedures of each Party.

For the District:

A handwritten signature in black ink, appearing to read "ARiggs", is written over a horizontal line.

Angela Alvarez Riggs  
Assistant Superintendent/  
Vice President, Human Resources

Date: \_\_\_\_\_

For SCEA:

A handwritten signature in black ink, appearing to read "Candice Taffolla-Schreiber", is written over a horizontal line.

Candice Taffolla-Schreiber  
SCEA President

Date: \_\_\_\_\_

