

**MEMORANDUM OF UNDERSTANDING
BETWEEN PERALTA COMMUNITY COLLEGE DISTRICT &
PERALTA FEDERATION OF TEACHERS
MANAGEMENT RETREAT RIGHTS REGARDING PLACEMENT ON THE
FACULTY SALARY SCHEDULE AND SALARY INITIAL SALARY
PLACEMENT FOR FACULTY PROCESS – APPENDIX A-8**

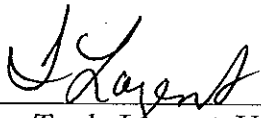
1. Initial placement on the salary schedule for retreating managers will follow the same procedures and require the same verification of work experience and academic/vocational credit as new faculty hires.


Retreating managers and new faculty hires who seek a salary placement higher than the maximum allowable initial placement must make their request for an exception following the procedures in Appendix A-8 of the contract. Verification for each year of full-time paid related service and satisfactory completion of approved college credit must accompany the request to be moved to a higher Step or Column. No exception will be granted until Human Resources verifies the work experience and college credit. No one will be assigned to a higher step or column than s/he has been earned and verified.

Service as a Peralta manager will count as experience credit on a year-for-year basis toward initial placement and toward placement beyond the maximum step of initial placement. Each credited year shall only be counted once: either toward initial placement or toward placement beyond the initial placement maximum.

2. Retreating managers who request it who have not been faculty members in the previous five (5) years will be given up to one semester to refresh their skills before beginning their faculty assignments. During this period, they will be paid according to their initial faculty placement on the faculty salary schedule.
3. Tenured Peralta faculty members who become managers and then retreat to the faculty will return to their previously assigned (not elected or appointed) instructional/non-instructional position if available, or a comparable position if not. They will move one step on the faculty salary schedule for every year they were a full-time manager. If they were on Step 17, Column D when they became a manager and served as a manager for 5 years, they will be placed on Step 22 when they return to the faculty. If they successfully completed related course work (work that would be counted toward column advancement by a faculty member), that work would be counted toward column advancement for the retreating manager.
4. Retreating managers who were probationary faculty before becoming managers will be treated as managers who are not tenured, that is as new faculty hires.

5. No tenured or probationary faculty member will be involuntarily reassigned, transferred, or displaced to create a position for a retreating manager who did not previously acquire tenure as an academic employee.
6. Tenured or probationary academic employees may be involuntarily reassigned, transferred, or displaced to create a position for a retreating manager who previously acquired tenure and is more senior than the employee to be involuntarily moved.
7. Part-time faculty, including those in the preferred hiring pool, may be reassigned, transferred or displaced to create a position for a retreating manager.
8. When determining the assignment of a retreating manager, every effort will be made to not reassign or displace long-term part-time faculty and faculty in the preferred hiring pool. The provisions regarding retreating managers shall not be grievable under the collective bargaining agreement between the parties.
9. If any tenured, probationary, or part-time faculty members are displaced by a retreating manager, the District will immediately notify the PFT so the District and the PFT can explore the possibility of employment elsewhere in the District.
10. The assignment for a retreating manager shall be given to the person in writing no later than the last day of the spring academic calendar for a fall assignment and with 60 days minimum notice, as per the contract, for a spring assignment.

By:  Date: 10/3/12
Trudy Largent, Vice Chancellor
Human Resources & Employee Relations

By:  Date: 10/5/12
Matthew Goldstein, PFT President