

**College of the Canyons Academic Senate &  
College of the Canyons Faculty Association  
Joint Collaborative Consultation Understanding (JCCU)**

An understanding between College of the Canyons Academic Senate and  
College of the Canyons Faculty Association

1. The Academic Senate provides the faculty with a formal and effective procedure for participating in the formation of District policies on academic and professional matters. California Education Code section 70901(b)(1)(E) and 70902(b)(7).
2. The College of the Canyons Faculty Association ("COCFA") is the exclusive bargaining agent for all contract (probationary, and temporary) and regular (tenured) faculty, instructional and non-instructional, including those whose contracts specify less than a full-time assignment. See California Government Code section 3543 and COCFA Collective Bargaining Agreement Article 2.
3. The College of the Canyons Academic Senate and COCFA desire to enter into this Agreement in order to avoid future misunderstandings and to clarify their respective roles relating to the implementation of AB 1725 Shared Governance mandates contained in both education code and Title 5.
4. The College of the Canyons Academic Senate and COCFA wish to work together effectively in the areas where their purviews overlap, and are committed to communication, transparency, understanding of the roles and scope of each organization, and collegiality.
5. It is the state intent of Title 5, Section 53204, that all parties will respect agreements between the Academic Senate and COCFA as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to the Academic Senate pursuant to Title 5.
6. Title 5, California Code of Regulations, Section 53200, et, seq., indicates a minimum of ten (10) specific areas of academic and professional matters in which the Academic Senate shall consult collegially with the Board of Trustees or their designee. The primary function of the Academic Senate is to participate in the development of policies regarding these specific areas and/or other areas that have been mutually agreed upon. The specific areas of academic and professional matters include
  - a. Curriculum, including establishing prerequisites and placing courses within disciplines;
  - b. Degree and certificate requirements;
  - c. Educational program development;
  - d. Grading policies;
  - e. Standards or policies regarding student preparation and success;
  - f. District and college governance structures, as related to faculty roles;
  - g. Faculty roles and involvement in accreditation processes, including self-study and annual reports;
  - h. Policies for the faculty's professional development;
  - i. Processes for program review;

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- j. Processes for institutional planning and budget development; and
  - k. Other academic and professional matters as mutually agreed upon between the board of trustees and the Academic Senate.
- 7. Many of the academic and professional matters identified in Title 5 are also within the jurisdiction of the collective bargaining Agreement between COCFA and the District.
- 8. Collective bargaining for community colleges is defined in the Education Employment Relations Act (EERA) pursuant to section 3543.2 and as a non-exhaustive list includes matters relating to the following:
  - a. School calendar;
  - b. Compensation;
  - c. Wages;
  - d. Hours of employment;
  - e. Terms and conditions of employment - health and welfare benefits;
  - f. Leave;
  - g. Transfer and reassignment policies;
  - h. Safety conditions;
  - i. Class size;
  - j. Procedures for evaluation of employees;
  - k. Organization security;
  - l. Procedures for processing grievances;
  - m. Layoff procedures;
  - n. Alternative compensation or benefits for employees adversely affected by pension limitations;
  - o. Additional compensation or salary schedule based on criteria other than years of training and experience.
- 9. In those areas of academic and professional matters which appear to be both within the jurisdiction of the Academic Senate as per Title 5 and within the jurisdiction of COCFA as per the contract, or allowable under Education Code, both organizations agree to consult with one another.
- 10. Specific areas where the duties and responsibilities overlap include but are not limited to Professional Development, Faculty Evaluations, Tenure Review Process, Enrollment Management, Program Viability/Discontinuance, Office Assignment, Faculty Hiring Procedures, Curriculum and Textbooks.

College of the Canyons Academic Senate and COCFA agree to the following best practices for collaboration between the two organizations:

- A. So as to better collaborate the Presidents of COCFA and Academic Senate are strongly encouraged to maintain currency and awareness of local, regional, and statewide issues that affect faculty purview within each organization's scope.
- B. The Presidents of COCFA and Academic Senate should meet regularly throughout the semester, but no less than monthly.
- C. COCFA agrees that the President of the Academic Senate or designee will be given the opportunity to provide feedback related to contract language being negotiated between COCFA and the District as it relates to matters that overlap.
- D. The Academic Senate agrees that the President of COCFA or designee will be given the opportunity to provide feedback related to the development of policies and procedures as it relates to matters that overlap.
- E. The Presidents of the Academic Senate and COCFA should consult collaboratively prior to making appointments to collegial consultation and college wide committees, especially where those appointments are within jurisdiction shared by both.
- F. The Executive Committees or Executive Boards of the Academic Senate and COCFA shall meet jointly at least once each semester to discuss matters of mutual interest and concern.
- G. It is the intent of the parties that changes to this Understanding shall be arrived at through a process of collaborative discussions. Reference to and acknowledgement of this understanding should be memorialized in the Academic Senate's Bylaws and COCFA's Standing Rules. Modifications shall be subject to the approval of the Academic Senate and COCFA's Representative Council.

  
Academic Senate President

  
COCFA President

9/13/18  
Date

9/27/18  
Date