

**Memorandum of Understanding
Between
Long Beach City College District
and
Long Beach City College Faculty Association**

The Long Beach City College District (LBCCD) and Long Beach City College Faculty Association (LBCCFA) have engaged in discussions to address the concerns raised by the Association regarding workload split, as outlined in Article 10, Section 10.6.4 and 10.6.4.2 and application implications when members are on a Reduced Workload Program as outlined in Article 13, Section 13.2 of the Collective Bargaining Agreement ("Agreement"). This Memorandum addresses the grievance filed by the Association.

Regarding the mediation meeting held on September 5, 2025, LBCCFA and LBCCD, our shared understanding, based on the discussions and the remedy sought on behalf of all LBCCFA members, is as follows:

The understanding reached through this mediation process does not seek to override the rights, powers, or authority of the Deans in fulfilling their obligations. It is intended solely to clarify the plain language and application of the specific contract provisions identified in LBCCFA's original grievance.

Both parties agree that Articles 10.6.4.2 and 10.5.1 do not guarantee the right to teach online but instead provide Department Heads and faculty with flexibility—up to a 60% online teaching load—during the scheduling process, as long as it supports the needs of the program and department. These articles also outline a process by which an online load exceeding 60% may be approved, which involves communication with the Vice President of Academic Affairs (VPAA).

These articles also establish a contract load of 15TUs a semester and 30TUs for an academic year. It establishes that 60% of the 100% standard teaching load to be 18TUs per academic year and 9TUs per each Fall and Spring semester.

10.6.4.2 No more than 60% of a faculty member's 100% standard teaching load (Section 10.5) may be online. Any deviation from this load limitation must be approved by the Vice President of Academic Affairs, in consultation with the dean and department chair. The Faculty Association President will be notified of all deviations. In order to be approved for an online teaching assignment, a faculty member must complete the District's online teaching certification or present documented completion of an online teaching certification from another regionally

accredited college to the Office of Online Learning and Educational Technology for their approval.

10.5 Teaching Units 10.5.1 The standard teaching load is thirty (30) teaching units per year with fifteen (15) teaching units usually assigned per semester. The teaching units will be based on the following criteria:

Remedy sought #1: All FA members shall be assigned online, hybrid, and in-person instructional TUs per the current CBA language, which allows up to 9 TUs of online (fully online and/or hybrid) instruction.

Remedy sought #2: When any member has a reduced instructional workload the TUs being taught shall not be limited to 60% online instruction per the current CBA language, which allows up to 9 TUs of online (fully online and/or hybrid) instruction.

Remedy sought #3: Once a member is approved by the Board of Trustees for a 50% Reduced Workload Percentage (RWP), or any other non-standard percentage, it is possible the remaining workload may not divide evenly among the available classes. When issues arise around scheduling in such a situation, the faculty member and department head will work together to provide best possible schedule recommendation to the dean.

This agreement is intended to fully and finally resolve the grievance addressed herein. Upon execution by all parties, this matter shall be considered closed.

APPROVED AND ACCEPTED.

LONG BEACH COMMUNITY COLLEGE DISTRICT

By: _____

Loy Nashua, Vice President, Human Resources

Date: 11/05/25

LONG BEACH CITY COLLEGE FACULTY ASSOCIATION

By: _____

Suzanne Engelhardt, President, LBCCFA

Date: 11/05/25