

MEMORANDUM OF UNDERSTANDING
between the
SEQUOIAS COMMUNITY COLLEGE DISTRICT (DISTRICT)
and the
COLLEGE OF THE SEQUOIAS TEACHERS' ASSOCIATION (COSTA)
regarding
(FINAL GRADE SUBMISSIONS)

Facts

1. Sequoias Community College District ("District") and the College of the Sequoias Teachers' Association ("COSTA") are parties to a collective bargaining agreement defining the terms and conditions of employment relating to full-time faculty members.
2. In response to the COVID-19 Pandemic, effective March 19, 2020, the District began operating remotely with only essential services being performed on our campuses. This was in line with Governor Gavin Newsome's Executive Order, issued on March 20, 2020, that all California residents "stay at home except as needed to maintain continuity of essential operations."
3. The District will continue working remotely, at a minimum, through the spring 2020 semester.

Agreement

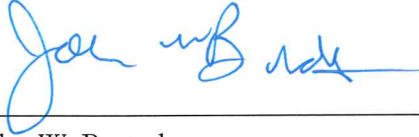
In an effort to eliminate the need for faculty to appear on campus unnecessarily, the District and COSTA hereby agree to the following permanent language changes within COSTA Master Agreement §23.6 ("Final Grades"):

23.6 Final Grades

Final grades shall be submitted to the Office of Admissions and Records **in the Management Information System**. For classes which meet the length of the entire semester, final grades will be due no later than two (2) business days following the last day of scheduled finals for the semester. For short term classes, final grades will be due no later than two (2) business days following the last scheduled class meeting. ~~Final grade sheets for each class will require a hard copy signed by the instructor of record.~~

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In conclusion, the parties further agree to meet as soon as possible if any dispute arises as a result of this Agreement.



John W. Bratsch
Dean, Human Resources/Legal Affairs

April 27, 2020

Dated



David Hurst
COSTA President

4/24/2020

Dated