The COLLEGE OF SEQUOIAS TEACHERS ASSOCIATION ("COSTA") and COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT ("District") agree to resolve the grievance and Case No. CMCS ARB 13-0160 as follows.

1. The DISTRICT and COSTA confirm that not-for-credit community and contract education courses offered through Business, Industry and Community Services ("BICS") are not subject to requirements in Title 5, California Code of Regulations, §55002 applicable to credit and noncredit courses and as such do not generate state apportionments, and must be fully self-supporting.

2. The DISTRICT and COSTA acknowledge that full-time faculty members have course selection priority by seniority over adjunct faculty members, contract education instructors, and part-time instructors for credit and noncredit courses in accordance with Article VIII, Workload, of the parties' Master Agreement.

3. The DISTRICT and COSTA acknowledge that, pursuant to Education Code section 78022(d), full-time faculty teaching not-for-credit community or contract education courses shall be compensated in the same manner as full-time faculty teaching in the regular academic program if the not-for-credit community or contract education course meets the same standards as a course in the credit curriculum.

4. The DISTRICT and COSTA acknowledge that for purposes of compliance with Education Code section 78022(d), full-time faculty who voluntarily submit a course proposal form (see attached) and are selected to teach a not-for-credit community education course shall be compensated at the applicable Faculty Overload Salary rate if the not-for-credit community education course meets the same standards as an active credit or noncredit course as defined in Title 5 Section 55002.

5. The DISTRICT and COSTA acknowledge that for purposes of compliance with Education Code section 78022(d), full-time faculty who voluntarily submit a course proposal form (see attached) and are selected to teach a not-for-credit community or contract education course in BICS that does not meet the same standards as an active course in the credit or noncredit curriculum shall be compensated in accordance with requirements of the BICS program.

DATED: September 19, 2014

Ed Sense, President
College of the Sequoias Teachers Association

DATED: September 19, 2014

Stan Carrizosa, Superintendent/President
College of the Sequoias Community CCD
College of the Sequoias
Business, Industry & Community Services
COMMUNITY/CONTINUING EDUCATION PROPOSAL FORM

PLEASE PROVIDE COMPLETE INFORMATION (Feel free to type your answer and use as much space as you need to convey your message.)

This form allows potential instructors to describe their expertise in the subject matter they are proposing, their abilities and experience as an instructor/trainer and the possible market for the proposed course. BICS will use this form (and other research) to determine the viability of a proposed course.

PROSPECTIVE CLASS/WORKSHOP DETAILS:

-Describe the class/workshop you are proposing.

-What is the suggested class/workshop title?

-Who is the market for this class? In other words, who is the audience that would pay for this class? Describe this in as much detail as possible. If you can’t identify the market group, chance are we won’t be able to fill (thus offer) the class.

-What curriculum are you using? (Attach an outline of the course detailing: 1) the course objectives, 2) topical outline and 3) student learning objectives).

-How many total hours would this class/workshop be?

-What days of the week and times would you suggest for this class/workshop (consider your audience)?

From _______ am/pm To _______ am/pm (day of week)
From _______ am/pm To _______ am/pm (day of week)
From _______ am/pm To _______ am/pm (day of week)
From _______ am/pm To _______ am/pm (day of week)
From _______ am/pm To _______ am/pm (day of week)
From _______ am/pm To _______ am/pm (day of week)

-How many sessions would be needed (e.g., every other week for 2 months for a total of 4 sessions; one weekend)?

-Please describe the type of facility/classroom needed (computer lab, tables and chairs, chair desks):
Would there be special equipment requirements (computers, OH projector, AV equipment, software download)?

What supplies would be needed to host the class (copies, books, other)?

What is the MINIMUM Class Size? MAXIMUM Class Size?

Suggested Fee for Class (ultimately determined by BICS):

Please provide a brief description of the class/workshop to be used in advertisement (the more interesting/relevant you make it, the better our success in filling your class)

PROSPECTIVE INSTRUCTOR/TRAINER INFORMATION

CONTACT INFORMATION:
Last Name: First Name: M.I.: 

Mailing Address:
City:
State:
Zip:
Day Phone:
Evening Phone:
Cell Phone:
FAX:
E-mail Address:

Times most easily reached:

CURRENT WORK:

Current Employer/Business Name:

Your Position:

Have you ever taught/been employed (adjunct, full-time) at COS? □ yes □ no If yes, please describe:

Your Educational Background (Any degrees, training, certificates):
Please attach a current/updated resume

Biographical Information (one short paragraph that could be used in advertisement of course)

Prepared by: _______________________________ Date: _______________________________

Return to:

Business, Industry and Community Services
College of the Sequoias
915 S. Mooney Blvd.
Visalia CA, 93277

737-4884
communityed@cos.edu