Memorandum of Understanding
Between the San Mateo County Community College District and the American Federation of Teachers
(AFT), Local 1493

Performance Evaluation Task Force
February 13, 2012

The parties agree that the current performance evaluation process, methods and related forms for faculty are in need of revision and the parties, including the Academic Senates, agree that such a revision would be best accomplished by a task force of faculty and administrators working together. The composition of the performance evaluation task force shall be as follows: a total of four (4) faculty appointed by AFT and the Academic Senates and two (2) administrators appointed by the Chancellor. The parties further agree that the task force shall attempt to complete its work within two (2) semesters with a possible extension to a third (3rd) semester. The parties agree that each faculty member serving on the task force will be provided three (3) units of release time for each semester that he or she serves on the task force. The task force shall revise the performance evaluation processes, methods, and related forms for both instructional and non-instructional faculty, including tenure track faculty, tenured full-time faculty, part-time faculty, and all faculty who teach distance education. The work that the task force performs will be regularly vetted by AFT, Academic Senate, and District Administration as the process is occurring, with the goal of all parties reaching agreement on the new processes, methods, and related forms no later than the end of the third semester. The District and AFT hereby delegate negotiations over the subject matters covered in this MOU to their respective four faculty and two administrative representatives on the task force and vest them with the authority to reach an agreement in these matters. In the interest of creating an equitable evaluation system, the task force members will work collaboratively, and make decisions by majority vote, with each representative having one vote. The resulting work of the task force shall be forwarded to the full faculty for ratification prior to submission to the Board of Trustees for final review and approval. Accordingly, the processes, methods, and related forms will be incorporated into the AFT collective bargaining agreement and will replace the current language on performance evaluation identified in Appendix G: Evaluation Procedures.

For the AFT:

Monica Malamud, President

For the District:

Harry W. Joe
Vice Chancellor – Human Resources &
Employee Relations

For the Academic Senate:

Fermin Irigoyen, President