



SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

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SAN LUIS OBISPO COMMUNITY COLLEGE DISTRICT

TENTATIVE AGREEMENT

May 16, 2023

Pending CCFT Ratification and Board of Trustees Approval

The San Luis Obispo County Community College District and the Cuesta College Federation of Teachers have completed negotiations of Article 6.23, Sabbatical Leave for the 2023-2024 and 2024-2025 academic years. This article will be amended as follows:

Sabbatical Leave

6.23 The Board of Trustees may grant sabbatical leaves to tenured faculty members to (1) facilitate and enhance the professional growth of the faculty member and (2) to provide educational benefits for the District in support of the college mission. Tenured faculty members who meet the service requirement and have a satisfactory or better rating on their most recent completed evaluation may apply by submitting a Sabbatical Leave Request Form and a plan of proposed activity to be carried on during the leave to the Sabbatical Leave Committee ("SLC"). Leaves may be granted for one semester, for one academic year, or for two semesters within two academic years.

Sabbatical leave bank: The District will provide, the equivalent of 1.0 FTE of sabbatical leave each academic year. If any of the District provided leave is unused in an academic year, it may be rolled to the subsequent academic year. The sabbatical leave bank will have a maximum of 2.0 FTE.

6.23.1 In consideration for the District's agreement to enter into and to fund sabbatical leaves, faculty members taking a sabbatical leave shall make an individual contractual agreement with the District which shall include a statement of the sabbatical activities, an agreement to provide two semester's service to the District for each semester of leave, commencing no later than the beginning of the semester following completion of the leave, and an agreement to perform all obligations relative to the leave.

6.23.2 Tenured faculty must have completed a minimum of six consecutive years of full-time service to the District prior to commencement of the leave. For tenured faculty who have less than six years of full-time service, prior District service as a temporary faculty member may be applied on the basis that two consecutive years of temporary service equals one year of full-time service. An approved leave of absence without pay does not constitute a



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break in continuous service for the purpose of this section. An applicant may not be a member of the SLC.

6.24 By November 1 of the prior academic year, any full-time faculty interested in a sabbatical leave must submit a sabbatical leave application to their Division Chair (or Director), their Dean, and the Office of Instruction.

6.24.1 The Office of Instruction will compile and forward all applications from faculty meeting the eligibility requirements to the SLC by November 15.

6.24.2 The SLC shall review and evaluate all applications in an impartial fashion. The applicant's service records, application for leave and the plan of proposed activity shall be reviewed by the SLC. The SLC shall consider primary and (if necessary) secondary criteria in reviewing applications.

6.24.2.1 The primary criterion to be considered is the potential of the proposed program to achieve the purposes established for the leave as measured by expressed outcomes for (1) the applicant's personal and professional growth, (2) the clearly defined goals to be accomplished and their positive impact on the applicant's teaching or service discipline and, where possible, associated disciplines, (3) the value to be received by students from the applicant's increased knowledge and experience gained during the time of the leave, and (4) the maintenance of scholarly and professional standards for the District.

6.24.2.2 The secondary criteria are (1) length of service to the District and (2) the number of previous sabbatical leaves. Secondary criteria are not considered unless two or more applications are considered equal following application of the primary criteria. In the event of a tie, the SLC shall place a higher priority on the application from the faculty member who has had the fewest previous leaves. If a tie continues to exist, the higher priority shall be given to the faculty member who has the most years of service to the District.

6.24.2.3 All applications are to be reviewed and evaluated by the SLC by December 7. By December 7, the SLC shall submit a written report to the Superintendent/President. The report will include a summary of each application a ranked order of recommended applications, and a rationale for their ranked order. The committee will notify each applicant of their ranking, or a reason for why their application was not ranked by Dec 15. The priority ranking and rationale portion of the report will be submitted to the President of the



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Academic Senate Council as the SLC report in the first half of the spring semester.

6.24.2.4 The Superintendent/President will review the rankings and recommendations from the SLC and will create an agenda item and recommendation for consideration by the Board of Trustees. The Superintendent/President will notify ranked applicants of the recommendation to the Board of Trustees.

6.24.2.5 The Board of Trustees shall act on the recommendations of the Superintendent/President and the Superintendent/President shall inform the applicants recommended to the Board of the Trustees of the Board's decision by February 15.

6.25 Compensation during a leave shall be 100% of the faculty member's salary and benefits contribution for a one-semester leave or 80% of the annual salary and benefits contribution for a one-year or a two-semester leave. Payments shall follow regular payroll procedures.

6.25.1 Accumulated banked overload units may be applied towards salary while on a two-semester sabbatical leave, up to a maximum of 100%.

6.25.2 The faculty member and the District will each pay to the State Teacher's Retirement System the amount required by the system in order that the faculty member will receive full retirement credit for period of the leave.

6.25.3 During the period of the leave, sick leave and other paid leave of absences will not be credited on behalf of nor be charged against the faculty member.

6.26 Should there be an unexpected change of purpose or itinerary during the course of the leave, the faculty member shall notify, in writing, the Office of Instruction within 30 days of the change. The Vice President of Instruction shall notify, in writing, the SLC of any proposed leave changes. The SLC shall meet to consider recommendations to the Superintendent/President pursuant to the procedures of section 6.27.2, inclusive.

6.26.1 In case the course of study or program is interrupted by serious accident or illness of the faculty member or a member of the immediate family during the leave, and the accident or illness is properly verified by a qualified physician, the interruption shall not constitute a violation of the contract or prejudice the faculty member against receiving the benefits provided for under the terms of section 6.24.



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- 6.26.1.1 The provisions of section 6.27.1 are contingent on the fact that the interruption does not extend over a period of time that would cause the purposes of the leave to be unattainable or to be abandoned.
- 6.26.1.2 In all cases, the Office of Instruction shall be promptly notified of the situation, including a medical diagnosis, by certified mail. If a leave is terminated, the faculty member will be returned to regular status with respect to salary and fringe benefits.
- 6.26.2 A request for a modification of the purpose or itinerary of the leave or for the cancellation of the second semester of a two-semester leave, whether a consecutive or a split semester, must be submitted in writing to the Office of Instruction for transmittal to the SLC for its review and evaluation. Prior to making a decision and recommendation, the SLC shall attempt to communicate directly with the faculty member.
- 6.26.2.1 The SLC shall recommend that the Superintendent/President and Cabinet either grant or deny the request based on the circumstances set forth in the request for cancellation. If the Committee determines that the objectives of the original proposal have been completed in one semester, the Committee shall recommend that the request be granted.
- 6.26.2.2 If the second semester is canceled, that portion of the leave is forfeited, and the faculty member forfeits the right to the differential in compensation.
- 6.26.2.2 If requests for modifications or cancellations are submitted and need to be acted upon outside of fall or spring semester, the Vice President of Instruction may make a recommendation of support or denial to the Superintendent/President.
- 6.27 Within 30 days after the start of the semester following the completion of the sabbatical leave, a faculty member must file a report of sabbatical leave activities with the SLC.
- 6.27.1 The report shall contain, at a minimum:
- a review of the goals and objectives of the sabbatical
 - the findings, results, and/or accomplishments during the sabbatical leave
 - evidence that the sabbatical project was completed
 - the outcomes of the sabbatical project relative to personal development and the student experience at Cuesta




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- 6.27.2 The Committee will review the sabbatical leave report(s) and provide feedback to the faculty member within 21 days of receipt. The faculty member will have 7 days to submit any revisions.
- 6.27.3 The Committee will review the final report and make an evaluation as to whether the sabbatical program was completed satisfactorily.
- 6.27.4 The SLC will forward the final sabbatical leave report and their evaluation of program completeness of to the Superintendent/President for distribution to the Board of Trustees. The SLC shall arrange for a copy of the final sabbatical leave report to be placed in each campus library and submit a copy of this report to the Academic Senate Council as a SLC Report.
- 6.27.5 The recipient will make an oral presentation to the Board of Trustees and an oral presentation either as a staff development activity and/or to the faculty member's division or service area during the semester immediately following the completion of the leave.

ACCEPTED AND AGREED TO:


Heather Tucker (May 19, 2023 10:35 PDT)

May 19, 2023

Heather Tucker
Chief Negotiator
CUESTA COLLEGE FEDERATION OF TEACHERS, AFT Local 4909

Date

Melissa Richerson

May 19, 2023

Melissa Richerson
Vice President Human Resources & Labor Relations
SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

Date