MEMORANDUM OF UNDERSTANDING

By and Between

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

And

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER 291

June 13, 2017

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District, (hereinafter, “District”) and the California School Employees Association and its San Bernardino Community College District Chapter 291 (hereinafter, “Association.”).

The District and Association (hereinafter, “Parties”) agree in accordance with the 2013/2016 CSEA collective bargaining agreement that Forsberg Consulting of Roseville, California will be contracted to conduct a Compensation Study per CBA Article 16.3.5.2.

The Parties agree that the consultant shall complete the Compensation Study within six (6) months of board approval of the consultant’s contract on or before the 2017 August Board Meeting. Upon completion of the Compensation Study, the Parties shall negotiate the effects and implementation of the Compensation Study. The implementation of the Compensation Study shall be effective July 1, 2017. Should Forsberg Consulting of Roseville, California be unavailable for a timely engagement, the Parties shall meet and confer on an alternative consultant. The implementation shall be completed no longer than three (3) months after negotiations of the completed compensation study.

The Parties agree that the following list of classified positions as benchmarks will be included in the Compensation Study. The District may add additional administrator positions, faculty positions, salary schedules, and longevity pay with the contracted party. The additional positions, salary schedules, community college districts and longevity pay shall be separate and shall not interfere with the Association’s Compensation Study timelines, results and implementation.

The Parties agree that the Compensation Study shall compare the District’s labor market positions to the median of the market data collected from the seven (7) community college districts listed below. The Parties agree that Forsberg Consulting shall make every effort to ensure sufficient comparison points are available for each position based on scope of work. If there is not a matching classification title, Forsberg Consulting shall provide no less than two (2) comparable positions.

The following classifications surveyed shall be:

1. Accountant
2. Administrative Assistant I
3. Administrative Secretary
4. Admissions and Records Coordinator
5. Book Buyer (Bookstore)
6. Budget Analyst
7. Clerical Assistant II
8. College Security Officer
9. Database Administrator
10. Financial Aid Specialist II
11. Grounds Caretaker
12. Laboratory Technician - Chemistry
13. Laboratory Technician - Physics
14. Learning Resources Assistant
15. Library Technical Assistant II
16. Maintenance Technician (Skilled)
17. Payroll Accountants
18. Program Manager (KVCR)  
19. Programmer Analyst  
20. Research Analyst  
21. Secretary I  
22. Student Services Technician I  
23. Systems Analyst  
24. Warehouse Operations Worker  

The Parties agree that the following California community college districts will be included in the Compensation Survey.

1. Mt San Jacinto CCD\(^*\)  
2. Chaffey CCD\(^*\)  
3. Mt San Antonio CCD\(^*\)  
4. College of the Desert District\(^*\)  
5. Riverside CCD\(^*\)  
6. Victor Valley College\(^*\)  
7. Palomar CCD\(^*\)  

\(^*\)Multiple college districts  
\(^\wedge\)Original comparative districts  

This agreement is subject to all approvals required by CSEA Policy 610 and the District.

For the District:

\[Signature\]

Amalia Perez  
SBCCD, Human Resources

For CSEA Chapter 291:

\[Signature\]

Grainger Eaton, Chapter President  
Chief Negotiator

\[Signature\]

Kevin Palkki, Team Member  
Stacy Garcia, Team Member  
Fermin Ramirez, Team Member  
Ginger Sulphin, Team Member  
Natalie Dorado  
CSEA Labor Relations Representative