

MEMORANDUM OF UNDERSTANDING

The following memorializes the understanding of the Butte-Glenn Community College District (hereinafter referred to as the "District") and the Butte College Education Association (hereinafter referred to as "BCEA") regarding the collection processes, forms, and use of Student Feedback in full-time instructional faculty evaluations as articulated in all sections of the BCEA Collective Bargaining Agreement. This document clarifies the MOU on Student Feedback signed by the BGCCD and BCEA in June 2025.

For the duration of the 2024-2027 contract or until revised through a superseding memorandum of understanding, technical agreement, or side letter between the District and the BCEA, the following will apply to the collection of student feedback for faculty:

- For Contract 1 faculty: student feedback will be collected in all sections taught and reviewed by the evaluation team during the academic year. Feedback from the fall semester will be provided to the faculty after the fall term's grade submission deadline and no later than Institute Day. Spring feedback will be provided after the spring grade submission deadline.
- For Contracts 2 and 3 faculty: student feedback will be collected in all sections taught each semester and provided to the faculty after the grading deadline for each term and no later than Institute Day of the subsequent term. The faculty will use the feedback from the previous year to inform their self-reflection in the subsequent year.
- For Tenured Faculty: student feedback will be collected in one course each term, selected by the supervising administrator. Student feedback reports from each term will be provided to the faculty member after the grading submission deadline and no later than Institute Day. This feedback will be used to develop their self-reflection and to establish goals for subsequent years

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For the District

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