

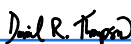
Memorandum of Understanding

The following agreement between the Butte-Glenn Community College District (hereinafter referred to as the "District") and the Butte College Part-Time Faculty Association (hereinafter referred to as "PFA") modifies the ratio of maximum teaching-related activity hours associated with courses as outlined in Article 11.2 of the 2025-27 CBA. This agreement is in effect until June 30, 2027, or until superseded by another MOU, a side letter, or an adopted contract.

Article 11.2 is amended as follows to reflect that all course types will include a maximum of 1 hour of teaching-related activities for every contact hour.

Associate instructional faculty assigned as the instructor of record will be compensated per unit of credit for credit courses or the credit hour equivalent for noncredit courses. This rate includes payment for assigned teaching hours and all teaching-related activities, including preparation, grading, assessment, student communication, textbook selection, lesson planning, LMS preparation, and all other duties in the associate faculty job description. Teaching-related activities count as a maximum of 1 hour of outside work per student contact hour. Each unit of lecture includes 17 student contact hours and 17 outside hours. Each unit of activity includes 34 student contact hours and 34 outside hours. Each unit of lab includes 51 student contact hours and 51 outside hours. Per-unit payment will be no less than 0.5 unit increments. Outside hours in excess of these maximum hours are not permitted. Associate faculty compensated at the per-unit rate must sign and turn in monthly certifications of hours worked. Office hours, service on committees, hiring committees, professional development, and other elective tasks are subject to prior administrator approval and are compensated separately at an hourly rate as specified in this CBA.

All other references to the ratios of contact to teaching-related activity hours in the CBA, including in the appendices and on all district forms, are modified by this revision.

By: 
Daniel Thompson (Mar 13, 2026 11:09:28 PDT)

PFA Chair

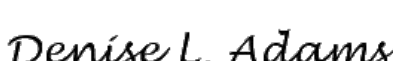
By: 
Erik Shearer (Mar 19, 2026 10:40:27 PDT)

Assistant Superintendent | VPI

By: 
Shanna Vela (Mar 13, 2026 11:14:25 PDT)

PFA Lead Negotiator

For the PFA

By: 
Denise L. Adams
VP, Human Resources

For the District