

**Memorandum of Understanding  
Between  
Antelope Valley Community College District (AVCCD)  
And  
Antelope Valley College Federation of Teachers (AVCFT)**

**ADJUNCT STUDENT SUPPORT – STUDENT EQUITY**

A portion of Student Equity funds, amount determined by the vice president of student services, have been made available for adjunct faculty to support students through increased student-faculty contact opportunities. In order for this to occur, AVCCD and AVCFT agree to the following:

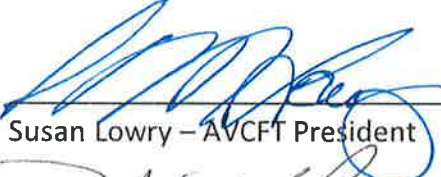
- To qualify for compensation, the adjunct faculty member is expected to perform the following duties:
  1. Completion of required training.
  2. Completion of required paperwork (Student sign in sheet, payroll form, etc.).
  3. Meet student contact obligation as outlined below
- Adjunct faculty can apply to receive compensation for work done outside of classroom duties that is approved by the Dean of Student Development.
- Compensation for service will be the same as the adjunct hourly rate.
- Compensation shall be paid at the end of each semester, after approved work is completed and the Student Equity form is accepted by the deadline.
- Student Equity Funds will be utilized, on a semester to semester basis, to compensate adjunct instructors who meet with students at a rate of five hours per term for faculty teaching at least 3 LHE's, ten hours per term for faculty teaching at least 6 LHE's, and fifteen hours per term for faculty teaching at least 9 LHE's during the course of the semester. To qualify to participate in this program, an instructor must participate in training, for which they will also be compensated. Continued support of this program is contingent upon the college receiving an annual allocation from the Chancellors Office. Once the allocated funds are expended, or the vice president of student services determines that the funds will be utilized differently based on outcomes and/or program vision, the program will end at the conclusion of the current semester.
- Open to all summer session instructors based upon funding availability.
- Work that is compensated through this fund **cannot** be used to fulfill professional development obligations.
- Compensation is *considered income and therefore is* subject to all applicable taxes and deductions.
- Compensation for work done by adjunct faculty does not count towards load in terms of the 67% rule.

- Supplemental Pay Forms will be turned into payroll by June 2<sup>nd</sup>, August 2<sup>nd</sup>, and December 2<sup>nd</sup>.
- The District will issue checks during the next regular pay cycle in July, September, and January, respectively.

---

President Ed Knudson – AVCCD President

Date



4/1/16

Susan Lowry – AVCFT President

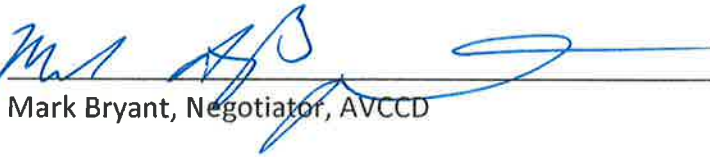
Date



4/1/16

Justin Shores, Negotiator, AVCFT

Date



4/1/16

Mark Bryant, Negotiator, AVCCD

Date