

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into this 23rd day of June, 2008, by and between the Santa Monica Community College District (the "District") and California School Employees Association Chapter 36 ("CSEA").

WHEREAS, effective January 1, 2007, the Santa Monica College Personnel Commission adopted the new classification system proposed by the Hay Group as part of a reclassification study undertaken by the Hay Group at the District's request.

WHEREAS, the new classification system included (a) new job descriptions to replace existing job descriptions, (b) in many instances new job titles; and (c) in some instances substantive changes, such as clarification or adjustment of job duties or changes to minimum qualifications.

WHEREAS, the Hay Group has now offered its recommendations regarding salary ranges, and the District and CSEA have met and conferred and, except as provided below, have reached agreement regarding the appropriate salary ranges for unit members.

NOW THEREFORE, the parties hereby agree as

follows:

1. Salary Ranges.

1.1 Except for those classifications set forth below, each classification within the bargaining

unit shall retain the salary range in effect on December 31, 2006.

1.1.1 Academic Computer Instructional Specialist - Range 35

1.1.2 Academic Computing Lab Specialist - Range 35

1.1.3 Academic Secretary - Range 22

1.1.4 Administrative Clerk - Range 20

1.1.5 Administrative Secretary - Range 22

1.1.6 Human Resources Technician - Range 32

1.1.7 Journeymen (all) - Range 39

1.1.8 Mail Clerk - Range 23

1.1.9 Multimedia Specialist - Range 41

1.1.10 Program Coordinator Continuing Ed - Range 37

1.1.11 Receiving Stockroom & Delivery Worker - Range 27

1.1.12 Lead Receiving Stockroom & Delivery Worker - Range 29

1.1.13 Reprographics Technician – 30

1.1.14 Senior Reprographics Technician – 32

- 1.1.15 Skilled Maintenance Worker II - Range 31
 - 1.1.16 Student Services Clerk - Range 21
 - 1.1.17 Student Services Assistant - Range 25
 - 1.1.18 Student Services Specialist - Range 30
 - 1.1.19 Senior Student Services Specialist - Range 32
 - 1.1.20 Tutoring Coordinators - Range 34
2. Y-Rating. Incumbents in the positions listed at 1.1 whose salary ranges exceed the ranges listed in 1.1 shall be Y-rated.
 3. Effective Date. For each incumbent affected by the increased salary ranges described at 1.1, the effective date of the increased salary range shall be the incumbent's first day of active service in such classification on or after January 1, 2007. Any retroactive salary adjustment payable as a result of this Memorandum of Understanding shall reflect the entire period of a unit member's incumbency in the affected classification from and after January 1, 2007. Such adjustment shall include any negotiated salary increase or bonus effective during the period of incumbency, so long as the unit member was in active status. The parties agree and acknowledge that this Memorandum of Understanding applies solely to adjustments to salary ranges agreed as part of the Hay Reclassification Study, and shall not confer any rights or otherwise be applicable to any other reclassification.
 4. Referral to Personnel Commission. The following classifications will be referred to the Personnel Commission:
 - 4.1 Cosmetology Assistant - for determination of appropriate classification and recommended salary range.
 - 4.2 The old classification of Assessment Specialist - for recommendation as to whether this position should become a Student Services Specialist.
 5. The parties will revisit the appropriate salary ranges for the following classifications after receipt of recommendations from the Hay Group:
 - 5.1 Senior Technology User Support Specialist
 - 5.2 KCRW Media & Public Relations Officer
 - 5.3 Deaf & Hard of Hearing Coordinator
 - 5.4 Irrigation Systems - Pipefitter
 6. Further Assurances. The parties acknowledge that two open issues remain from negotiations over the current contract: further market adjustments for bargaining unit positions that remain under market and new forms and procedures for employee

evaluations under Article 4 of the contract. The parties agree to take up both of these issues no later than August 1, 2008.

7. This Memorandum of Understanding shall be subject to ratification by CSEA and by the District's governing Board, and shall be effective at the time of ratification by both parties.

Dated: June 23, 2008



For the District



For CSEA