

CBA Tip: Counselors and Librarians Remote Work

Counselors and Librarians may request up to 15 of their 30 “on-ground” workload to be done remotely. After a pilot project followed by a multi-year MOU, the FA prioritized making this a permanent option in the CBA where the following language now lives:

C.2.5 Weekly Workload Regulations By Class: Non-Classroom Faculty

During the scheduling request period, counselors may request to conduct up to fifteen (15) hours of their required thirty (30) on campus hours remotely, encompassing both student contact hours and preparation time. Authorization of remote hours will be approved by the dean. If student demand necessitates additional on campus hours for non-classroom faculty, the district will make every effort to assign the hours to faculty members (full-time or associate) who agree to accept additional on campus hours. If the request for remote work is modified and/or denied, the appropriate dean will provide a written rationale prior to the start of the semester to the requesting faculty member.

While the District (through the Dean) maintains right of assignment, the “remote” hours request must be carefully considered, alternative options sought from other faculty, and if not fully approved, the dean must provide a written rationale.

Faculty should make the request for any desired remote work during the upcoming schedule period if this is a preference you wish to exercise.