

MEMORANDUM OF UNDERSTANDING
BETWEEN
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT (CLPCCD)
AND
CHABOT-LAS POSITAS FACULTY ASSOCIATION (CLPFA)

May 1, 2026

**MOU For Compliance with CCCCCO Attendance Accounting, Faculty Hour
Compensation, Non-Credit Hour Compensation, Non-Credit Instruction Load Factor,
Course Outline and Zero-Unit Lab Removal, and Course Classification and Class Size
Cap Changes**

A. Purpose

This Memorandum of Understanding (MOU) establishes agreements regarding faculty hour classifications, Course Outline of Record (COR) revisions and updates to negotiated course classifications and class size caps.

This agreement aligns with California Code of Regulations Title 5, CCCCCO attendance accounting guidance, and CLPCCD Board Policies and Administrative Procedures including:

- Title 5 §55002 – Standards and Criteria for Courses
- Title 5 §58003.1 – Course and Contact Hour Requirements
- Title 5 §55050–§55052 – Credit for Prior Learning
- Title 5 §58160–§58172 – Noncredit Attendance Accounting
- CLPCCD BP 4020 / AP 4020 – Program and Curriculum Development
- CLPCCD BP 4235 / AP 4235 – Credit for Prior Learning

B. Compliance with CCCCCO Attendance Accounting

The parties acknowledge that the CCCCCO requires course contact hours and credit structures to comply with Title 5 §58003.1 and related attendance accounting guidance. Adjustments to activity hours, course structures, and curriculum outlined in this MOU are intended to maintain compliance with these requirements while preserving appropriate faculty workload recognition within the Collective Bargaining Agreement.

Nothing in this MOU is intended to conflict with state apportionment regulations or District curriculum approval processes required under BP 4020 and AP 4020.

C. Faculty Activity Hour Compensation

Activity Hour I is calculated at 0.75, 0.875, 0.90, 0.96 or 1.0 of a Calculated Faculty A Hour (CAH) and Includes the following:

- (1) **Faculty Hour I.1 at 0.75 of a Calculated A Hour** Is a classroom teaching hour in which the of course content in an activity setting under direct supervision of the instructor of record. The student participates, under continuous direction, monitoring and correction by the instructor, in course activities to enhance psychomotor skills. Activity is where the student participates with the instructor acting as leader and/or facilitator of the activity.
- (2) **Faculty Hour I.2 at 0.875 of a Calculated A Hour** is a classroom hour that meets the requirements of Faculty Hour I.1 and includes significant amount outside graded assignments, as well as student and faculty preparation outside of the classroom teaching hour.
- (3) **Faculty Hour I.3 at 0.9 of a Calculated A Hour** is a classroom hour that meets the requirements of Faculty Hour I.2 and is in category B.2 of Appendix XX of the CBA
- (4) **Faculty Hour I.4 at 0.96 of a Calculated A Hour** is a classroom hour that meets the requirements of Faculty Hour I.2 and is in category C.1 of Appendix XX of the CBA
- (5) **Faculty Hour I.5 at 1.0 of a Calculated A Hour** is a classroom hour that meets the requirements of Faculty Hour I.2 and is in category C.2 of Appendix XX of the CBA

D. Course Outline Revisions and Zero-Unit Lab Removal

Faculty modifying Course Outlines of Record (COR) to remove zero-unit laboratories shall receive one (1) F Hour for completing the revision process.

Course revisions may include:

- Replace 1 unit Lecture with 1 unit Activity
- Replace 0.5 Lecture with 0.5 Lab
- Retain existing Lecture units

All curriculum revisions must proceed through the District curriculum process pursuant to BP 4020 and AP 4020.

E. COURSE CLASSIFICATION and CLASS SIZE CAP CHANGES

Additions to Appendix XX of the CBA

<u>College</u>	<u>Course</u>	<u>CBA Appendix Reference</u>
Both Colleges	Communication Studies C1000	30 Student Cap
Both Colleges	English C1000	C.2
Both Colleges	English C1001	C.2

Chabot	English 4A	C.2
Las Positas	English 12C	C.1
Las Positas	Journalism & Media Studies 11	C.1
Las Positas	English 4	C.2
Las Positas	Philosophy 8	C.2
Las Positas	Theater Arts 53	C.2

Removal from Appendix XX of the CBA

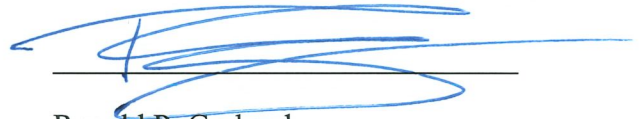
<u>College</u>	<u>Course</u>	<u>CBA Appendix Reference</u>
Both Colleges	Communication 1	
Both Colleges	English 1A	C.2
Both Colleges	English 4	C.2
Both Colleges	English 7	C.2
Las Positas	Biology 1A	B.2
Las Positas	Biology 1B	B.3
Las Positas	Mass Communications 1,2,3	C.1
Las Positas	English 104	C.2
Las Positas	English 1AEX	C.2

Further review of Appendix XX for accuracy of course titles, and placement will be completed by the Lab Load Factor review committee during the next application cycle.

Signed and entered this 1st day of May, 2026

Heike Gecox
Heike Gecox (May 1, 2026 18:31:02 PDT)

Heike Gecox
President, Chabot-Las Positas
Faculty Association



Ronald P. Gerhard
Chancellor, Chabot-Las Positas
Community College District