

MEMORANDUM OF AGREEMENT

BETWEEN QUINCY COLLEGE

AND

THE QUINCY EDUCATION ASSOCIATION UNIT D

FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT TO THE PARTIES' AUGUST 28,  
2019 TO AUGUST 27, 2020 COLLECTIVE BARGAINING AGREEMENT

May 11, 2022

Quincy College and the Quincy Education Association Unit D, collectively referred to as the "parties", agree to extend their 2019-2020 collective bargaining agreement through August 27, 2023 as amended by this Memorandum of Agreement. The parties agree the collective bargaining agreement remain unchanged except as follows:

**Article VI: School Hours and Work Year**

Add new paragraph 2 to read:

*The work-day for full time Unit D members will be defined between 8:00 am and 4:00 pm. Day hours, Monday through Thursday, are defined as 8:00 am to 4:00 pm. Day hours for Fridays are defined as 9:00 am to 3:00 pm. Adjunct courses may not be taught during day hours. Full time Unit D members must select 6 consecutive hours per day within the defined day hours based first upon course assignments/times as assigned by the College/operational needs of the College. Schedules will remain consistent for the semester absent operational needs. Full time Unit D members are required to work 30 hours per week to include Friday's required meetings. Such time shall be pro-rated based on FTE. All schedules require approval by the Dean and Chief Academic Officer (CAO).*

**Article IX: Sick Leave**

Change paragraph 2 to read:

No doctor's certificate shall be required for any absence of not more than ~~five (5)~~ *three (3) consecutive or five (5) non-consecutive* working days *within one academic semester* on account of illness or accident. A doctor's certificate indicating the nature and continuance of disability will be required if the absence continues for the ~~sixth~~ *fourth* consecutive work day and may be required for any repeated absence. *A doctor's certificate may be required for non-consecutive absences in excess of five (5) per academic semester.* This certificate shall be presented within (10) days of the beginning of the absence and the President may require further certificates for any continuing absence or questionable absences.

**Article IX: Sick Leave**

Change Extended Sick Leave Plan number 2 to read:

Thereafter, the *College Board* shall pay two-thirds of the member's salary until the end of the academic year *semester*. *The remainder of the member's approved medical leave of absence for the academic year shall be unpaid by the College.*

#### **Article XX: Positions in Summer and Evening School and Under Federal Programs**

Add new sentence to Section 2:

*Members are subject to section 4 of this article regarding eligibility.*

Add new Section 4:

*No member shall be assigned to more than 3 adjunct courses per fall semester, 3 adjunct courses per spring semester, and 4 adjunct courses per summer semester (to include summer as one semester.) Exception may be granted based upon the operational needs of the college.*

#### **Article XXVII: Reduction in Force**

Change Section 6 to read:

Members who are on lay-off because of reduction in force shall be on a recall list for the first ~~twelve~~ *eighteen* months of layoff and shall have preference over new applicants for any new position or full-time vacancy that the Board is going to fill. The failure of a member to accept the assignment within fifteen (15) work days of notification thereof shall automatically remove that member from the recall list.

#### **Article XXII: Salary**

Change Section D to read:

*All Unit members shall receive a base pay increase according to the following schedule:*

<i>August, 28, 2020:</i>	<i>0%</i>
<i>August 28, 2021:</i>	<i>3%</i>
<i>August 28, 2022:</i>	<i>2%</i>

*A base building salary adjustment of \$750 on their full time base pay shall be paid on August 27, 2022 to all members of the bargaining unit employed as of the ratification date of the 2020-2023 Collective Bargaining Agreement and still employed as of August 28, 2022. This adjustment will be paid prior to the 2% base pay increase.*

*A non-base building stipend of \$250 will be paid to all current Unit D members who are active as of the ratification of this agreement. Payment shall be made within 45 days of the ratification of this agreement.*

*All bargaining unit members who were employed by Quincy College at the time of payment (December 23<sup>rd</sup>, 2021) shall receive a one-time payment of \$1,500.00 in recognition of the work they provided during the continued COVID-19 pandemic. This payment will be paid by December 31, 2021.*

*Retroactive payments made with respect to the August 28, 2021 to August 27, 2022 contractual year will be paid to current Unit D members as of the signing of this agreement in a lump sum within 45 days of ratification of this agreement.*

**Exhibit C: Evaluation Process and Instrument**

Change Section V. D. to read:

Notice will be given in May to the faculty to be evaluated in the following academic year. All faculty without professional teacher status will be evaluated every year. Faculty with Professional Teacher status will be evaluated on a rotating basis, in order of seniority, with the most senior faculty evaluated first. However, no professional status faculty member will be evaluated more often than once every *two (2)* ~~four (4)~~ years.

Add new paragraph to read:

*The Parties agree to establish a joint committee to review and prepare recommendations on revisions to the evaluation instrument during the 2022-2023 academic year.*

This Memorandum of Agreement is subject to ratification by the QEA Unit D membership and approval by the Quincy College Board of Governors.

Agreed to on this 11<sup>th</sup> day of May 2022 by the bargaining teams for:

Quincy College

*Jutchey 5/24/22*

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Quincy Education Association Unit D

*Wayne L. Carvalho 5/24/22*

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