

Memorandum of Understanding

Tacoma Community College and the Tacoma Community College Federation of Teachers

COVID-19 Response: Adjusting the 2020-2021 Instructional Calendar

WHEREAS due to COVID-19 pandemic Tacoma Community College adjusted its spring quarter end date to June 15, 2020; and

WHEREAS on the current 2020-2021 instructional calendar the summer quarter is scheduled to begin on June 22, 2020, leaving a gap of only four (4) business days before the start of the summer quarter in violation of the Faculty Negotiated Agreement 6.12 (a), which stipulates that "there will be a minimum of five (5) working days between quarters; and

WHEREAS in order to accommodate the necessary processes to be run by the Office of Enrollment Services before the start of summer quarter the current instructional calendar permits only a 24-hour window for instructors to submit final grades after final exams end; and

WHEREAS the period between the end of one quarter and the start of the next permits faculty and student recuperation, assignment revisions, grade adjustments, pre-requisite checks, appeals of academic standing, acquisition of supplies and textbooks, and general preparation;

The TCCFT and College agree that:

In order to extend the gap between spring and summer quarters, 2020, without reducing the number of instruction days, the following adjusted dates be adopted for spring quarter, 2020, which are different from those originally adopted by the TCC Faculty and Board of Trustees.

- Summer classes will now begin on June 29, 2020
- Summer classes will now end on August 20, 2020

The TCCFT and College further agree that:

In order to extend the gap between summer and fall quarters, 2020, the first of the five (5) days required annually as per the Faculty Negotiated Agreement 6.12 (b) (2), currently scheduled for September 14, 2020, be eliminated from the fall quarter and not rescheduled during the 2020-2021 academic year. The remaining four days will be held as scheduled, on September 15, 16, and 17, 2020, and April 23, 2021.

Signed:

David Howard, Ed.D
President of TCCFT

Date

Ivan L. Harrell II, Ph.D
President of Tacoma Community College

Date