

Memorandum of Understanding

by and between the
Glendale College Guild, Local 2276
and the
Glendale Community College District

The Glendale College Guild, Local 2276 (Guild) and the Glendale Community College District (District), hereinafter jointly referred to as the Parties, on a non-precedent setting basis, hereby agree to the following:

The Parties seek to support all faculty who have been impacted by the local wildfires, especially those in need of significant support beyond the related college closure. This MOU serves to clarify additional assistance available to faculty to help minimize any hardship in their role at the College due to the January 2025 wildfires and their aftermath.

This Memorandum of Understanding (MOU) shall apply from January 8, 2025, through April 11, 2025.

District-paid leave to be provided to eligible fire-impacted faculty

The District is immediately establishing District-paid Fire Emergency Leave (FEL): dedicated leave to support GCC employees recovering from the impact of the January 2025 local wildfires. This emergency leave shall be available for the following purposes:

- a. To cover leave taken by faculty who reported or were known by the District to be unable to work remotely for any reason during the campus closure from January 8 to 14, 2025.
- b. To cover additional absences taken by a faculty member who is determined by the District to be eligible for extended District-paid FEL for covered reasons as outlined below.
 1. For an employee to recover from the loss of their primary residence to the local wildfires.

2. For an employee who is prohibited from returning to their primary residence due to evacuation requirements.
3. For an employee to address fire-related damage to their primary residence.
4. For an employee to provide shelter or caretaking to individuals who were displaced from fire-impacted areas.
5. For parents or guardians of children whose school or childcare facility remains closed for fire-related reasons.

Total FEL available to each faculty member shall not exceed thirty (30) total working days. FEL shall be applied in full-day increments on a date of covered absence equal to the number of hours an employee was/is assigned to work on the absence date.

FEL may be taken by a faculty member on non-consecutive days for covered reasons described in Section 1b of this MOU. **All leave taken under FEL must be completed no later than April 11, 2025.**

FEL Application Process

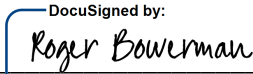
To establish eligibility to take FEL beyond January 14, 2025, faculty shall apply utilizing [this form \(https://glendale.wufoo.com/forms/impacted-gcc-stafffacultyadministrators-form/\)](https://glendale.wufoo.com/forms/impacted-gcc-stafffacultyadministrators-form/).

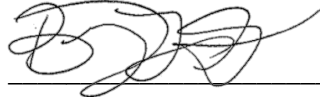
All forms must be submitted by February 10, 2025. The District shall make the determination on a faculty's eligibility within 2 business days of submission.

Other Accruals Remain Available as Needed

If a FEL-eligible faculty member cannot continue their assignment after exhausting their FEL, they will still be eligible to use their accruals.

DATE: January 15, 2025

DocuSigned by:

DF6901EAE1914B7...
Roger Bowerman, Chief Negotiator
Glendale College Guild


Brittany Grice, Chief Negotiator
Glendale Community College District