

**DRAFT MEMORANDUM OF UNDERSTANDING  
BETWEEN  
DELTA COLLEGE AND DELTA COLLEGE FACULTY ASSOCIATION,  
MEA/NEA REGARDING LECTURER-AS-NEEDED POSITIONS**

This Memorandum of Understanding ("MOU") is entered into between and among Delta College ("College") and the Delta College Faculty Association, MEA/NEA ("DCFA") (individually, a "Party" and collectively, the "Parties"). The Parties hereby agree that the following terms and understandings exist in relation to the College's new Lecturer-As-Needed positions: .

1. The Lecturer-As-Needed positions, in addition to not being an adjunct position, are also excluded from the DCFA bargaining unit.
  
1. The Lecturer-As-Needed positions are limited as follows:
  - a. This assignment is primarily a teaching assignment.
  - b. Lecturer-As-Needed positions will be temporary in nature and should not exceed two years. If the need arises to continue a position beyond two years, the Administration and DCFA must mutually agree to do so.
  - c. Lecturer-As-Needed positions are established within the guidelines and description illustrated in Attachment A.
  - a. Administration will establish work rules for these temporary teaching positions.
  - d. These positions may be eliminated at the College's sole discretion.

This MOU is not precedent-setting and cannot be used as evidence of a practice or policy at the College.

Delta College DocuSigned by:  
*Michael Gavin*  
214C66D2E0C94E5 Date 11/30/2022

Delta College Faculty Association, MEA/NEA DocuSigned by:  
*Ski Vanderlaan*  
8AA641EE045440F... Date 11/30/2022

## ATTACHMENT A

### Lecturer-As-Needed Position 2022 (Developed in collaboration with the DCFA in response to immediate staffing needs)

#### **Position Overview:**

An annual appointment for at least 15 contact hours in Fall and 15 contact hours in Winter commencing January 1 and ending December 31 or commencing August 1 and ending June 30. The position is used to fill unexpected vacancies that are expected for more than one semester or to meet student enrollment needs. Benefits are provided on an annual basis.

This assignment is primarily a teaching assignment.

Lecturer-As-Needed positions will be posted locally, at minimum. Lecturer-As-Needed positions will be temporary in nature and should not exceed two years, unless mutually agreed upon by the College and the DCFA, without consideration of the discipline or program requiring a full-time position, which will require a national search.

Upon hire, Lecturers-As-Needed will be expected to participate in orientation as determined by the Administration. This position is also expected to participate in monthly division meetings, required College training and Learning Days. Lecturers-As-Needed are welcome to use the services and resources provided by the Faculty Center for Teaching Excellence (FCTE).

Lecturer-As-Needed positions are not adjunct positions, and are excluded from the DCFA bargaining unit. Years spent in a Lecturer-As-Needed position do not count toward promotion or tenure at the College.

Lecturer-As-Needed positions will be paid a flat rate salary of \$40,000 per year in year one and, if reappointed for a second year, will be paid \$41,000 in year two. Supplemental pay for hours taught above 30 will be paid at a rate of \$743 per equated hour. If a Lecturer-As-Needed does not teach a total of 30 contact hours during Fall and Winter combined, they will be expected to teach the remainder of those hours in Spring or Summer as appropriate.

This position will abide by work rules set by the Administration.

#### **Appointment and Subsequent Appointment of Lecturers-as-Needed:**

- Applicants for positions must possess qualifications consistent with the standards of Delta College and the Higher Learning Commission.
- Hiring process: The Human Resources Office will screen the initial applicant pool. The appropriate associate dean and program/discipline coordinator will review the applications and conduct interviews. The recommendation to hire will be forwarded by the associate dean to the appropriate academic dean and VPILS. The President will make the final decision on hiring.
- Recommendation for subsequent appointment (not to exceed two years without the mutual agreement of the Administration and the DCFA) should be made by March of the preceding year (for positions that begin in August) or in September of the preceding year (for positions that

## ATTACHMENT A

begin in January). Subsequent appointment will be made based on the recommendation of the appropriate Associate Dean, Academic Dean, and the VPILS.

- The President will make the final decision regarding reappointment no later than April 30 of the preceding academic year (for positions that begin in August) or by October 31 of the preceding year (for positions that begin in January).
- Due to the temporary nature of this position there is no obligation on behalf of the College to appoint a Lecturer-As-Needed for a second year.
- After two years, the Administration will consider the need for the position. If the need exists, consideration will be made for a tenure-track position.
- Candidates that served in Lecturer-As-Needed positions may not be converted to one-year renewable or tenure-track positions. Candidates that held the Lecturer-As-Needed positions are welcome to apply for one-year or tenure-track positions as they become available.