

Faculty Quick Guide: Understanding Our Collective Bargaining Agreement (CBA)

1. Structure of the CBA

- **Articles** (A, B, C, thru L): Major areas of our working conditions such as workload, salary, leaves, evaluation, benefits, grievances, etc.
- **Sections/Subsections** (ex: C.1, C.2): Break down the content into manageable parts and include detailed provisions such as rules, rights, obligations, and processes.
- **Appendices**: Detailed tables, schedules, examples, reassignments, etc. that support the main CBA. Can be updated by mutual agreement even when contract is closed.
- **Cross-References**: Many sections point to other parts of the CBA or other documents for additional information. These show connections, so be sure to follow them.

2. Tips for Reading & Using the CBA

- **Start with definitions.** At the start of various articles, a section of **Definitions** defines terms like “contract faculty,” “regular faculty,” “non-contractual assignment,” etc. Knowing definitions can help to avoid misunderstandings.
- **Use the Table of Contents.** Click the hyperlinks to find what you need quickly.
- **Follow the cross-references.** If a section says, “see Appendix...,” check it; numbers, charts, and examples often live there and provide critical details.
- **Pay attention to “contractual vs non-contractual assignments.”** The contract is very precise about assignments (overload, intersessions, non-teaching duties, etc.)
- **Check deadlines and procedural steps.** Many processes (like evaluation and workload factor requests) are tied to strict timelines.

3. Connections Beyond the Contract

- **Board Policies & Administrative Procedures.** Often implement or reinforce contract provisions.
- **Education Code & State Law.** Provide the legal authority (PERB, EERA, Title 5).
- **Course Outlines & Accreditation.** Can shape workload factors and assignments.
- **Savings Clause** (A.1.0). If a part of the CBA conflicts with law, the rest still stands, and the FA and District can renegotiate.

4. Practical Reminders

- **Keep a copy accessible.** Either printed or digital. If you are told something that seems to contradict the CBA, check the contract language first.
- **Check the FA Website.** The website has the CBA, along with any Memorandum of Understandings (MOUs) that may adjust or augment the CBA.
- **Ask questions.** If you’re not sure about something, contact the Faculty Assembly.
- **Document everything.** Especially for evaluation, workload, or grievance issues. Make sure to get anything discussed in writing (e.g. follow-up email with details discussed).
- **Contact the Faculty Assembly.** If issues arise, representation and guidance are available.