Memorandum of Understanding
Between the Chabot-Las Positas Community College District
and the Service Employees International Union, Local 1021
September 11. 2026

This Memorandum of Understanding is intended to address impacts on working conditions resulting from the conversion of a 17.5 (seventeen and a half) week semester to a 16 (sixteen) week semester and the addition of a winter intersession. The Union and the District agree to the following terms and conditions:

1. Holidays and Winter Intersession

    a. During the Winter Intersession certain classifications may be required, due to business necessity, to perform services during Holidays and Special Closure Holidays. The District shall notify the Union and impacted position classifications in each division and department no later than each October 15 concerning the position classifications affected for that academic year.
    b. Employees that are assigned to work on the Wednesday immediately preceding the Thanksgiving Holiday shall be notified of their work assignment no later than **October 15** of each academic year.
    c. During the Winter Intersession employees capable of working remotely that are assigned to work during Holidays and Special Closure Holidays may work remotely for the duration of their assignment with their supervisor's permission. Previous denials of telecommuting agreements will not be precedential and no request to work remotely will be unreasonably denied.

2. Lab Preparation and Safety

    a. To ensure adequate preparation and replenishment of lab materials and maintain health and safety standards, scheduled laboratories of the same course number and type (e.g., same Chemistry lab courses or same Biology lab courses) shall be scheduled with a minimum of fifteen (15) minutes between sessions, unless there is a programmatic need. This time shall be dedicated to laboratory technicians for restocking reagents, disposing of waste materials, and resetting equipment and supplies as needed.
    b. In cases where laboratories of different course numbers or types are scheduled consecutively (e.g., different Chemistry lab courses or different Biology lab courses), a minimum of thirty (30) minutes shall be scheduled between lab sessions, unless there is a programmatic need. This time shall allow laboratory technicians to transition materials, equipment, and safety configurations specific to each lab type.

For the District:

Ron Gerhard

For the Union

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