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2 **MEMORANDUM OF UNDERSTANDING BETWEEN**
3 **ANTELOPE VALLEY COLLEGE FEDERATION OF CLASSIFIED EMPLOYEES**
4 **AND ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT**

5

6 **RECLASSIFICATION FOR FISCAL YEAR 2024-25**

7

8 **August 28, 2025**

9 The Collective Bargaining Agreement (CBA) between the AVCCD and AVCFCE outlines
10 a timeline for processing reclassification requests. During the 2024-25 reclassification
11 process, the parties were unable to complete the reclassification reviews in accordance
12 with the CBA timeline and have modified the calendar as follows:

- 13
- 14 • **Third Week of October** Reclassification applications forwarded to
15 Committee; committee meets and reviews applicant materials based on an
16 understanding of the relationship of a specific job to other jobs in the District
17 and to the District's overall goal, as well as to other agreed upon Districts
18 with similar criteria. Any modifications are subject to review and shall be
19 mutually agreed upon by the Federation and the District.
 - 20 • **First Week of December** Committee recommendation forwarded to
21 College President.
 - 22 • **First Week of January** Vice President of People, Culture & Talent
23 issues Reclassification Decisions to the employee and the Federation.
 - 24 • **Mid-January** Appeals due to the Office of People, Culture & Talent and the
25 appeal process begins.
 - 26 • **February Board Meeting** Reclassification results sent to the Board of
27 Trustees
 - 28 • **Implementation** Approved reclassifications are implemented,
29 retroactive to January 1. 2026.

30 Despite the existing practice and procedure defined in Article 13, during Spring/Summer
31 2025, the reclassification procedures were unilaterally abandoned by the Federation, who
32 chose to meet independently from the remainder of the Reclassification Committee.
33 Following the defective reclassification process that occurred, the Federation has
34 proposed without rationale or justification that the following classified reclassifications
35 meet the reclassification criteria for the 2024/25 classification reclassification:

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37 **Applicant Name** **Proposed Position**

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39 Theresa Cooper Warehouse & Inventory Coordinator – Regraded from ([GRADE])
40 to ([GRADE])

41 Maria Groth Chemistry Lab Tech - Regraded from ([GRADE]) to ([GRADE])
42 Jayme Star Audio Visual Technology Specialist (Digital) - Title Change to
43 ([NEW TITLE]) and Regraded from ([GRADE]) to ([GRADE])
44 Janet Elliott Administrative Assistant – Title Change to
45 ([NEW TITLE]) and Regraded from ([GRADE]) to ([GRADE])
46 David Bermea Lab Tech Physics & Physical Science - Regraded from ([GRADE])
47 to ([GRADE])
48 Denilson Freitas Engineering Lab Tech - Title Change to
49 ([NEW TITLE]) and Regraded from ([GRADE]) to ([GRADE])
50 Eileen O'Brien Buyer – Regraded from ([GRADE]) to ([GRADE])

51
52 The Federation shall be entitled to review, revise, or modify these recommendations as
53 a result of the Committee meetings described above, to commence in October 2025.

54
55 Therefore, despite the defective process, the Parties affirm their commitment to maintain
56 a fair equitable Classification system, render recommendations regarding
57 classification/reclassification based on substantial and permanent changes in the level of
58 duties and responsibilities of the position assigned by the District, and working collegially
59 to re-review the 2024-25 reclassification applications amongst the Committee to ensure
60 that recommended classification modifications are subject to review and mutually agreed
61 upon by the Federation and the District.

62 Following complete review and recommendations from the Reclassification Committee,
63 the Decision (Article 13.10) and Appeal (Article 13.11) processes described in the CBA
64 shall proceed. Subsequent reclassification requests for individuals included within the
65 2024-25 cohort shall be available not earlier than the 2026-2027 college year.

66 This MOU shall expire in full without precedent on June 30, 2026, unless shortened or
67 extended by mutual written agreement of the Parties. This MOU is non-precedential, will
68 not bind the Parties in any future action, whether under similar circumstances or not, and
69 cannot be introduced in any grievance, arbitration, complaint, administrative or legal
70 proceeding as evidence of past practice or intent of the parties or meaning or application
71 of the collective bargaining agreement.

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73 ANTELOPE VALLEY COLLEGE FEDERATION
74 CLASSIFIED EMPLOYEES, LOCAL 4683

ANTELOPE VALLEY COLLEGE OF
DISTRICT

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