

**MEMORANDUM OF UNDERSTANDING**  
**By and Between**  
**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**And**  
**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its**  
**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291**

**September 19, 2023**

**Terms and Conditions:** This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties."

The Parties have met in reference to the increase in full-time equivalent ("FTE") hours for (1) one occupied Technology Support Specialist position at Crafton Hills College and agreed to the following.

1. It is agreed and understood that the District would increase FTE hours for (1) one occupied Technology Support Specialist position (**PCN: C242301**).
2. The increase in FTE hours is based on the department's operational needs and workload.
3. The (1) one occupied Technology Support Specialist position will be increased to 1.0 FTE from .475 FTE to 40 hours per workweek from 19 hours per workweek, working 260 days per year.
  - a. Incumbent, Karen Mottl's work schedule will be changed as follows:  
From: Wednesday, 7:00 a.m. to 1:00 p.m., and Thursday-Friday, 7:00 a.m. to 3:00 p.m.  
To: Monday – Thursday, 10:30 a.m. to 7:30 p.m., and Friday, 7:00 a.m. to 4:00 p.m.
4. The Parties agree that the note above will be effective Monday, September 25, 2023.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

\_\_\_\_\_  
Kristina Hannon, SBCCD  
Vice Chancellor, Human Resources  
& Police Services

For CSEA

\_\_\_\_\_  
Cassandra Thomas, President CSEA #291

\_\_\_\_\_  
Noah Snyder, CSEA LRR

\_\_\_\_\_  
Ernest Guillen, Team Member

\_\_\_\_\_  
Yendis Battle, Team Member

\_\_\_\_\_  
David Stevenson, Team Member

\_\_\_\_\_  
Kevin Limoges, Team Member