

May 22, 2023

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE PALOMAR COMMUNITY COLLEGE DISTRICT  
AND THE PALOMAR COUNCIL OF CLASSIFIED EMPLOYEES, AFT Local #4522**


This Memorandum of Understanding ("MOU") is entered by and between the PALOMAR COMMUNITY COLLEGE DISTRICT ("District") and the PALOMAR COUNCIL OF CLASSIFIED EMPLOYEES, AFT Local #4522 ("CCE") [Collectively as "The Parties"] and is in respect to professional development for classified staff.

All full-time and part-time classified unit members (regular, and probationary) may complete professional development hours. The parties agree that that such employees shall be allocated up to thirty (30) hours of training as release time annually, for the purpose of taking mandated trainings required by the District, State or Federal law and other trainings related to their current position or to potential career advancement. The list of mandated trainings and the duration of each training shall be published on the Human Resources website all other trainings are listed on the Professional Development portal.


All requests for training are subject to advanced supervisor approval to allow the supervisor to arrange adequate work coverage and must be made in writing or through the Professional Development portal to the employee's supervisor.

The supervisor shall encourage and support a full-time classified member to participate in Professional Development outside of required training. Professional development activities should lead to employee, student, and/or instructional improvement and to qualify for release time shall be approved by the supervisor in advance. Acceptable activities are listed in Ed Code section 87153 and Title 5 Section 55724. Professional development activities that fall outside of the scope of those outlined, are voluntary and thus are not subject to release time and may be taken outside of work hours.

Dated: May 23, 2023

  
Anel Gonzalez (May 23, 2023 09:16 PDT)  
Anel Gonzalez  
CCE/AFT #4522 President

Dated: May 25, 2023

  
Joey Sanchez (May 25, 2023 08:50 PDT)  
Joseph Sanchez  
District Chief Negotiator











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Final Audit Report

2023-05-25

Created:	2023-05-23
By:	Maria Zapien Rangel (mzapienrangel@palomar.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7xBdE8echzO2IV2bRuBWVJrp8ZIU5ZxL

## "CCE PD MOU\_FINAL" History

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2023-05-23 - 3:29:58 PM GMT- IP address: 205.153.156.222
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2023-05-23 - 3:30:36 PM GMT
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2023-05-23 - 3:30:36 PM GMT
-  Email viewed by Anel Gonzalez (agonzalez@palomar.edu)  
2023-05-23 - 4:14:50 PM GMT- IP address: 205.153.156.222
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Signature Date: 2023-05-23 - 4:16:02 PM GMT - Time Source: server- IP address: 205.153.156.222
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2023-05-25 - 3:50:34 PM GMT- IP address: 76.167.123.190
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Signature Date: 2023-05-25 - 3:50:36 PM GMT - Time Source: server- IP address: 76.167.123.190
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2023-05-25 - 3:50:36 PM GMT