

**MEMORANDUM OF UNDERSTANDING BETWEEN DELTA  
COLLEGE AND DELTA COLLEGE FACULTY ASSOCIATION,  
MEA/NEA  
NEW HIRE PTO USAGE**

This Memorandum of Understanding ("MOU") is entered into between and among Delta College ("College") and the Delta College Faculty Association, MEA/NEA ("DCFA") (individually, a "Party" and collectively, the "Parties"). The Parties hereby agree to the following terms, understanding that these terms are subject to further negotiation during collective bargaining, that this MOU cannot be changed unless by a subsequent ratified contract or a written agreement signed by an authorized representative of each Party, and that these terms will supersede any policies or practices inconsistent with these terms.

Article 17.1 C Paid Time Off (PTO) states: "PTO days shall not be used during the first or last week of a semester, during College professional development, or on days immediately preceding or following a College holiday".

To allow for preplanned events scheduled prior to hire, the Parties agree to allow a one-time exception with Associate Dean approval, to the above article for newly hired faculty who have existing commitments prior to hire. Such requests must be made within two weeks (14 calendar days) from the time the position is offered.

This MOU is not precedent-setting and cannot be used as evidence of a practice or policy at the College.

Delta College  Date 9/14/23

Delta College Faculty Association, MEA/NEA  Date 9/20/23