

**APPENDIX E**  
**PART-TIME FACULTY ACCESS TO A GROUP HEALTH BENEFIT**

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is between the San Bernardino Community College District (hereinafter District) and the San Bernardino Community College District Chapter CTA/NEA (hereinafter Association).

The District and the Association agree to accomplish the following objectives:

1. The District and the Association will explore the possibility of finding a group health plan that will provide coverage to part-time faculty members.
2. The District and the Association will explore a process whereby part-time faculty members can access such a health plan.
3. The District and the Association will explore the possibility of funding sources that may provide support for the part-time faculty members who elect to participate in such a health plan.

The District and the Association shall complete the objectives stated above during the 2006-07 academic year. The results may be used by the parties in subsequent negotiations. However, it is understood that neither party is bound by any of the information gathered during the process.

This memorandum is hereby executed by representatives of the District and the Association on May 8, 2006.

For the District:

For the Association:

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Trudy M. Largent  
SBCCD Chief Negotiator

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Ralph Rabago  
SBCCD CTA/NEA Chief Negotiator

Adopted by the Board of Trustees on June 8, 2006

**TABLE I: WHOLE HOURS**

| <u>Hours/Week</u> | <u>Lecture<br/>15 Hours</u> | <u>Lab<br/>21 Hours</u> | <u>Clinic<br/>24 Hours</u> | <u>Library/Nurses<br/>Counseling<br/>35 Hours</u> | <u>Hours/Week</u> |
|-------------------|-----------------------------|-------------------------|----------------------------|---|-------------------|
| 1                 | 0.066667                    | 0.047619                | 0.041667                   | 0.028571  | 1                 |
| 2                 | 0.133333                    | 0.095238                | 0.083333                   | 0.057143  | 2                 |
| 3                 | 0.200000                    | 0.142857                | 0.125000                   | 0.085714  | 3                 |
| 4                 | 0.266667                    | 0.190476                | 0.166667                   | 0.114286  | 4                 |
| 5                 | 0.333333                    | 0.238095                | 0.208333                   | 0.142857  | 5                 |
| 6                 | 0.400000                    | 0.285714                | 0.250000                   | 0.171429  | 6                 |
| 7                 | 0.466667                    | 0.333333                | 0.291667                   | 0.200000  | 7                 |
| 8                 | 0.533333                    | 0.380952                | 0.333333                   | 0.228571  | 8                 |
| 9                 | 0.600000                    | 0.428571                | 0.375000                   | 0.257143  | 9                 |
| 10                | 0.666667                    | 0.476191                | 0.416667                   | 0.285714  | 10                |
| 11                | 0.733333                    | 0.523810                | 0.458333                   | 0.314286  | 11                |
| 12                | 0.800000                    | 0.571429                | 0.500000                   | 0.342857  | 12                |
| 13                | 0.866667                    | 0.619048                | 0.541667                   | 0.371429  | 13                |
| 14                | 0.933333                    | 0.666667                | 0.583333                   | 0.400000  | 14                |
| 15                | 1.000000                    | 0.714286                | 0.625000                   | 0.428571  | 15                |
| 16                |                             | 0.761905                | 0.666667                   | 0.457143  | 16                |
| 17                |                             | 0.809524                | 0.708333                   | 0.485714  | 17                |
| 18                |                             | 0.857143                | 0.750000                   | 0.514286  | 18                |
| 19                |                             | 0.904762                | 0.791667                   | 0.542857  | 19                |
| 20                |                             | 0.952381                | 0.833333                   | 0.571429  | 20                |
| 21                |                             | 1.000000                | 0.875000                   | 0.600000  | 21                |
| 22                |                             |                         | 0.916667                   | 0.628571  | 22                |
| 23                |                             |                         | 0.958333                   | 0.657143  | 23                |
| 24                |                             |                         | 1.000000                   | 0.685714  | 24                |
| 25                |                             |                         |                            | 0.714286  | 25                |
| 26                |                             |                         |                            | 0.742857  | 26                |
| 27                |                             |                         |                            | 0.771429  | 27                |
| 28                |                             |                         |                            | 0.800000  | 28                |
| 29                |                             |                         |                            | 0.828571  | 29                |
| 30                |                             |                         |                            | 0.857143  | 30                |
| 31                |                             |                         |                            | 0.885714  | 31                |
| 32                |                             |                         |                            | 0.914286  | 32                |
| 33                |                             |                         |                            | 0.942857  | 33                |
| 34                |                             |                         |                            | 0.971429  | 34                |
| 35                |                             |                         |                            | 1.000000  | 35                |

**Notes:**

1. This table includes teaching hours only. In addition to teaching, full-time teachers and counselors are expected to hold office/preparation hours (5 hours per week), serve on college and district committees, and participate in professional activities. Librarians and nurses serve on college and district committees and participate in professional activities as part of their 35 hour workweek.
2. Teaching hours above are based on full-semester length courses.
3. For short-term classes: (1) Compute total number of hours that the class meets; (2) divide by the number of weeks in the semester (usually 18); and (3) go to the table(s) for the appropriate F.T.E.
4. See Table II for "Fractions of an Hour."

**FULL-TIME EQUIVALENCY (F.T.E.) LOAD  
TABLE II: FRACTIONS OF AN HOUR**

| <u>Hours/Week</u> | <u>Lecture<br/>15 Hours</u> | <u>Lab<br/>21 Hours</u> | <u>Clinic<br/>24 Hours</u> | <u>Library/Nurses<br/>Counseling<br/>35 Hours</u> | <u>Hours/Week</u> |
|-------------------|-----------------------------|-------------------------|----------------------------|---|-------------------|
| 0.01              | 0.000667                    | 0.000476                | 0.000417                   | 0.000286  | 0.01              |
| 0.02              | 0.001333                    | 0.000952                | 0.000833                   | 0.000571  | 0.02              |
| 0.03              | 0.002000                    | 0.001429                | 0.001250                   | 0.000857  | 0.03              |
| 0.04              | 0.002667                    | 0.001905                | 0.001667                   | 0.001143  | 0.04              |
| 0.05              | 0.003333                    | 0.002381                | 0.002083                   | 0.001429  | 0.05              |
| 0.06              | 0.004000                    | 0.002857                | 0.002500                   | 0.001714  | 0.06              |
| 0.07              | 0.004667                    | 0.003333                | 0.002917                   | 0.002000  | 0.07              |
| 0.08              | 0.005333                    | 0.003810                | 0.003333                   | 0.002286  | 0.08              |
| 0.09              | 0.006000                    | 0.004286                | 0.003750                   | 0.002571  | 0.09              |
| 0.10              | 0.006667                    | 0.004762                | 0.004167                   | 0.002857  | 0.10              |
| 0.11              | 0.007333                    | 0.005238                | 0.004583                   | 0.003143  | 0.11              |
| 0.12              | 0.008000                    | 0.005714                | 0.005000                   | 0.003429  | 0.12              |
| 0.13              | 0.008667                    | 0.006190                | 0.005417                   | 0.003714  | 0.13              |
| 0.14              | 0.009333                    | 0.006667                | 0.005833                   | 0.004000  | 0.14              |
| 0.15              | 0.010000                    | 0.007143                | 0.006250                   | 0.004286  | 0.15              |
| 0.16              | 0.010667                    | 0.007619                | 0.006667                   | 0.004571  | 0.16              |
| 0.17              | 0.011333                    | 0.008095                | 0.007083                   | 0.004857  | 0.17              |
| 0.18              | 0.012000                    | 0.008571                | 0.007500                   | 0.005143  | 0.18              |
| 0.19              | 0.012667                    | 0.009048                | 0.007917                   | 0.005429  | 0.19              |
| 0.20              | 0.013333                    | 0.009524                | 0.008333                   | 0.005714  | 0.20              |
| 0.21              | 0.014000                    | 0.010000                | 0.008750                   | 0.006000  | 0.21              |
| 0.22              | 0.014667                    | 0.010476                | 0.009167                   | 0.006286  | 0.22              |
| 0.23              | 0.015333                    | 0.010952                | 0.009583                   | 0.006571  | 0.23              |
| 0.24              | 0.016000                    | 0.011429                | 0.010000                   | 0.006857  | 0.24              |
| 0.25              | 0.016667                    | 0.011905                | 0.010417                   | 0.007143  | 0.25              |
| 0.26              | 0.017333                    | 0.012381                | 0.010833                   | 0.007429  | 0.26              |
| 0.27              | 0.018000                    | 0.012857                | 0.011250                   | 0.007714  | 0.27              |
| 0.28              | 0.018667                    | 0.013333                | 0.011667                   | 0.008000  | 0.28              |
| 0.29              | 0.019333                    | 0.013810                | 0.012083                   | 0.008286  | 0.29              |
| 0.30              | 0.020000                    | 0.014286                | 0.012500                   | 0.008571  | 0.30              |
| 0.31              | 0.020667                    | 0.014762                | 0.012917                   | 0.008857  | 0.31              |
| 0.32              | 0.021333                    | 0.015238                | 0.013333                   | 0.009143  | 0.32              |
| 0.33              | 0.022000                    | 0.015714                | 0.013750                   | 0.009429  | 0.33              |
| 0.34              | 0.022667                    | 0.016190                | 0.014167                   | 0.009714  | 0.34              |
| 0.35              | 0.023333                    | 0.016667                | 0.014583                   | 0.010000  | 0.35              |
| 0.36              | 0.024000                    | 0.017143                | 0.015000                   | 0.010286  | 0.36              |
| 0.37              | 0.024667                    | 0.017619                | 0.015417                   | 0.010571  | 0.37              |
| 0.38              | 0.025333                    | 0.018095                | 0.015833                   | 0.010857  | 0.38              |
| 0.39              | 0.026000                    | 0.018571                | 0.016250                   | 0.011143  | 0.39              |
| 0.40              | 0.026667                    | 0.019048                | 0.016667                   | 0.011429  | 0.40              |
| 0.41              | 0.027333                    | 0.019524                | 0.017083                   | 0.011714  | 0.41              |
| 0.42              | 0.028000                    | 0.020000                | 0.017500                   | 0.012000  | 0.42              |
| 0.43              | 0.028667                    | 0.020476                | 0.017917                   | 0.012286  | 0.43              |
| 0.44              | 0.029333                    | 0.020952                | 0.018333                   | 0.012571  | 0.44              |
| 0.45              | 0.030000                    | 0.021429                | 0.018750                   | 0.012857  | 0.45              |
| 0.46              | 0.030667                    | 0.021905                | 0.019167                   | 0.013143  | 0.46              |
| 0.47              | 0.031333                    | 0.022381                | 0.019583                   | 0.013429  | 0.47              |
| 0.48              | 0.032000                    | 0.022857                | 0.020000                   | 0.013714  | 0.48              |
| 0.49              | 0.032667                    | 0.023333                | 0.020417                   | 0.014000  | 0.49              |
| 0.50              | 0.033333                    | 0.023810                | 0.020833                   | 0.014286  | 0.50              |

**FULL-TIME EQUIVALENCY (F.T.E.) LOAD****TABLE II: FRACTIONS OF AN HOUR**

(continued)

| <u>Hours/Week</u> | <u>Lecture</u><br><u>15 Hours</u> | <u>Lab</u><br><u>21 Hours</u> | <u>Clinic</u><br><u>24 Hours</u> | <u>Library/Nurses</u><br><u>Counseling</u><br><u>35 Hours</u> | <u>Hours/Week</u> |
|-------------------|-----------------------------------|-------------------------------|----------------------------------|---|-------------------|
| 0.51              | 0.034000                          | 0.024286                      | 0.021250                         | 0.014571  | 0.51              |
| 0.52              | 0.034667                          | 0.024762                      | 0.021667                         | 0.014857  | 0.52              |
| 0.53              | 0.035333                          | 0.025238                      | 0.022083                         | 0.015143  | 0.53              |
| 0.54              | 0.036000                          | 0.025714                      | 0.022500                         | 0.015429  | 0.54              |
| 0.55              | 0.036667                          | 0.026190                      | 0.022917                         | 0.015714  | 0.55              |
| 0.56              | 0.037333                          | 0.026667                      | 0.023333                         | 0.016000  | 0.56              |
| 0.57              | 0.038000                          | 0.027143                      | 0.023750                         | 0.016286  | 0.57              |
| 0.58              | 0.038667                          | 0.027619                      | 0.024167                         | 0.016571  | 0.58              |
| 0.59              | 0.039333                          | 0.028095                      | 0.024583                         | 0.016857  | 0.59              |
| 0.60              | 0.040000                          | 0.028571                      | 0.025000                         | 0.017143  | 0.60              |
| 0.61              | 0.040667                          | 0.029048                      | 0.025417                         | 0.017429  | 0.61              |
| 0.62              | 0.041333                          | 0.029524                      | 0.025833                         | 0.017714  | 0.62              |
| 0.63              | 0.042000                          | 0.030000                      | 0.026250                         | 0.018000  | 0.63              |
| 0.64              | 0.042667                          | 0.030476                      | 0.026667                         | 0.018286  | 0.64              |
| 0.65              | 0.043333                          | 0.030952                      | 0.027083                         | 0.018571  | 0.65              |
| 0.66              | 0.044000                          | 0.031429                      | 0.027500                         | 0.018857  | 0.66              |
| 0.67              | 0.044667                          | 0.031905                      | 0.027917                         | 0.019143  | 0.67              |
| 0.68              | 0.045333                          | 0.032381                      | 0.028333                         | 0.019429  | 0.68              |
| 0.69              | 0.046000                          | 0.032857                      | 0.028750                         | 0.019714  | 0.69              |
| 0.70              | 0.046667                          | 0.033333                      | 0.029167                         | 0.020000  | 0.70              |
| 0.71              | 0.047333                          | 0.033310                      | 0.029583                         | 0.020286  | 0.71              |
| 0.72              | 0.048000                          | 0.034236                      | 0.030000                         | 0.020571  | 0.72              |
| 0.73              | 0.048667                          | 0.034732                      | 0.030417                         | 0.020857  | 0.73              |
| 0.74              | 0.049333                          | 0.035333                      | 0.030833                         | 0.021143  | 0.74              |
| 0.75              | 0.050000                          | 0.035714                      | 0.031250                         | 0.021429  | 0.75              |
| 0.76              | 0.050667                          | 0.036190                      | 0.031667                         | 0.021714  | 0.76              |
| 0.77              | 0.051333                          | 0.036667                      | 0.032083                         | 0.022000  | 0.77              |
| 0.78              | 0.052000                          | 0.037143                      | 0.032500                         | 0.022286  | 0.78              |
| 0.79              | 0.052667                          | 0.037619                      | 0.032917                         | 0.022571  | 0.79              |
| 0.80              | 0.053333                          | 0.038095                      | 0.033333                         | 0.022857  | 0.80              |
| 0.81              | 0.054000                          | 0.038571                      | 0.033750                         | 0.023143  | 0.81              |
| 0.82              | 0.054667                          | 0.039048                      | 0.034167                         | 0.023429  | 0.82              |
| 0.83              | 0.055333                          | 0.039524                      | 0.034583                         | 0.023714  | 0.83              |
| 0.84              | 0.056000                          | 0.040000                      | 0.035000                         | 0.024000  | 0.84              |
| 0.85              | 0.056667                          | 0.040476                      | 0.035417                         | 0.024286  | 0.85              |
| 0.86              | 0.057333                          | 0.040952                      | 0.035833                         | 0.024571  | 0.86              |
| 0.87              | 0.058000                          | 0.041429                      | 0.036250                         | 0.024857  | 0.87              |
| 0.88              | 0.058667                          | 0.041905                      | 0.036667                         | 0.025143  | 0.88              |
| 0.89              | 0.059333                          | 0.042331                      | 0.037083                         | 0.025429  | 0.89              |
| 0.90              | 0.060000                          | 0.042357                      | 0.037500                         | 0.025714  | 0.90              |
| 0.91              | 0.060667                          | 0.043333                      | 0.037917                         | 0.026000  | 0.91              |
| 0.92              | 0.061333                          | 0.043810                      | 0.038333                         | 0.026286  | 0.92              |
| 0.93              | 0.062000                          | 0.044286                      | 0.038750                         | 0.026571  | 0.93              |
| 0.94              | 0.062667                          | 0.044762                      | 0.039167                         | 0.026857  | 0.94              |
| 0.95              | 0.063333                          | 0.045333                      | 0.039583                         | 0.027143  | 0.95              |
| 0.96              | 0.064000                          | 0.045714                      | 0.040000                         | 0.027429  | 0.96              |
| 0.97              | 0.064667                          | 0.046190                      | 0.040417                         | 0.027714  | 0.97              |
| 0.98              | 0.065333                          | 0.046667                      | 0.040833                         | 0.028000  | 0.98              |
| 0.99              | 0.066000                          | 0.047143                      | 0.041250                         | 0.028286  | 0.99              |
| 1.00              | 0.066667                          | 0.047619                      | 0.041667                         | 0.028571  | 1.00              |