

**Memorandum of Understanding  
Between  
Olympic College  
And  
The Olympic College Association for Higher Education**

Olympic College (the “Employer”) and the Olympic College Association for Higher Education (the “Association”) enter into this Memorandum of Understanding to memorialize agreements reached regarding the distribution of certain funds allocated to the Employer for the fiscal year ending June 30, 2021.

**Recitals**

1. Pursuant to the Workforce Education Investment Act, the Employer received funding from the State for the 2020-2021 fiscal year (ending June 30, 2021) which is provided solely for increasing high-demand program faculty salaries. This funding is earmarked for use to improve faculty compensation in high demand areas mutually identified by the Association and the Employer.
2. In reaching agreement on the distribution of funds for the 2020-2021 fiscal year, the parties recognize that the future availability of high demand funding is uncertain. If high demand funding is provided to the Employer in the 2021-2023 biennium the parties acknowledge that it may be used and distributed differently than outlined in this Agreement. In recognition of this consideration, the parties have divided high demand funds in fiscal year 2020-2021 into three tiers. The tiers reflect a prioritization, with Tier 1 being highest priority programs for funding, of the use of funds that may guide the parties’ discussion about the use of future high demand funding.
3. The relative size of stipends provided pursuant to this Agreement was calculated by comparing salaries paid by the Employer to market data showing average compensation in corresponding fields in the local and regional geographic areas and where practicable, the Bureau of Labor and Statistics data for related occupational compensation. The needs to recruit and retain faculty in high demand programs was also considered. The language in the Workforce Education Investment Act, consideration for demand and State employment need assessments, and the SBCTC President’s Council report “Washington’s Skilled and Educated Workforce 2019-2020” further informed our determinations.

Therefore, the parties agree as follows,

1. High demand funds will be distributed to affected faculty in the disciplines identified in Appendix A of this Agreement in the form of a stipend, calculated as a percentage of their 2020-2021 base salary. Full-time and full-time temporary faculty will receive the stipend if some or all of their teaching load is in a relevant discipline. Within the math discipline, only faculty that are qualified to teach “College Level Math” will receive the

stipend. For adjunct faculty teaching in eligible disciplines, the stipend will be a percentage of the compensation provided for the teaching load in the relevant discipline.

2. Stipends will be paid on a quarterly basis, retroactive to July 1, 2020. Payment for the 2020-2021 academic year Summer, Fall, and Winter quarters will be included in the April 10<sup>th</sup>, 2021 payroll. Payment for Spring quarter will be included in the June 25<sup>th</sup>, 2021 payroll.
3. Faculty in a discipline identified in Appendix A of this Agreement may apply to their academic dean for release time of up to 5-credits to work on curriculum, training, and/or program development. Once approved the faculty member will work with the appropriate dean to determine the work to be done and identify required deliverables prior to final approval by the Vice President of Instruction. Funds contemplated by this MOU may be used to backfill release time with adjunct faculty. The Employer will provide, at the Association's request, a report on how the funds considered in this Agreement are used.
4. Faculty will not receive high-demand compensation funding for any teaching contact hours beyond 167% of the established discipline's quarterly annualized load established in the current Collective Bargaining Agreement or other agreement with the Association. Faculty may receive non high demand funded compensation for contact hours beyond 167% of establish quarterly annualized faculty load.
5. Pursuant to a MOU dated July 15, 2020, a reduction in load from forty-seven (47) to forty-five (45) annualized contact hours for Computer Information Systems faculty will be funded with high demand funds.
6. The Employer will provide the Association a report indicating the use of all high demand funds provided in this Agreement by April 30<sup>th</sup>, 2021. Should any high demand funds not be allocated by April 30<sup>th</sup>, 2021, both parties shall bargain the remaining funds prior to June 30, 2021.
7. If high demand funding is provided to the Employer in the 2021-2023 State budgetary allocations, both parties agree to bargain those funds separately but in consideration of this Agreement.
8. This Agreement shall not affect the bargaining rights of either the Employer or the Association as provided by the current Employer-OCAHE Collective Bargaining Agreement. Unless specifically noted, all other negotiated provisions shall remain in effect.
9. Total funds expended during the life of this MOU will not exceed the lesser of \$954,802 or the total amount awarded under the Washington Workforce Education Investment Act of the purposes of this Agreement. If the agreement calls for the expenditure of funds in excess of this limitation, the Association and the Employer shall meet to bargain.

10. This Agreement, and the payments due under it, expire on June 30, 2021.

Signed and Dated this Sixteenth day of March, 2021.

The Olympic College Association of  
Higher Education



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By: Craig Goodman  
Title: OCAHE President  
Date: 3/15/21

Olympic College



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By: Joshua Masters  
Title: Director of Labor & Employee  
Relations  
Date: 3/16/21

**Appendix A**  
**High Demand Discipline Areas**

Tier 1

<b>Course Suffix</b>	<b>Discipline Name</b>	<b>Percentage Increase</b>
CIS	Computer Information Systems	20%
CS, CS&	Computer Science	25%
ELECT	Electronics	10%
ENGR, ENGR&	Engineering	25%
INDTT	Applied Physics	15%
IS	Information Systems	20%
MEDA	Medical Assistant	15%
MANU	Manufacturing / Precision Machining	10%
PTA	Physical Therapy	15%
PHYS	Physics	15%
TEC-D	Technical Design	10%
WELD	Welding	10%

Tier 2

<b>Course Suffix</b>	<b>Discipline Name</b>	<b>Percentage Increase</b>
ACCT&	Accounting	10%
BIOL, BIOL&	Biology	10%
BUS, BUS&	Business	10%
CHEM&	Chemistry	10%
HSSA&	Human Services Substance Abuse	10%
NUTR&	Nutrition	10%

Tier 3

<b>Course Suffix</b>	<b>Discipline Name</b>	<b>Percentage Increase</b>
DMA	Digital Media Arts	10%
ECED, ECED&	Early Childhood Education	10%
EDUC, EDUC&	Education	10%
	College Level Math*	10%

\* Within the math discipline, only faculty that are qualified to teach “College Level Math” will receive the stipend.