

**Memorandum of Agreement  
Between  
Lane Community College (College)  
And  
Lane Community College Employees Federation (LCCEF)**


**COVID19 RESPONSE**

This memorandum of agreement (MOA) reflects the agreement between Lane Community College Employees Federation (LCCEF) and Lane Community College (College). LCCEF hereby agrees to the following:

- 1) As a proactive and preventative measure, any staff member who is ill but who has exhausted all paid leave may stay home from work without loss of pay. Current Oregon Health Authority guidelines for prevention of coronavirus recommend that people with symptoms such as a fever, cough, and/or shortness of breath should stay home. This provision is limited to the time period of coronavirus concerns and is subject to review for renewal on a quarterly basis.
  - a. Hourly classified employees will receive pay at a rate equal to the average number of hours they have worked over the past 4 weeks. For example, if an employee usually works 20 hours per week and begins to work 30 hours per week for 2 weeks before being ill, this employee would be entitled to paid leave of 25 hours per week.
- 2) Due to fluctuating workforce availability and needs related to COVID19 preparedness and response, the Federation and the College agree to suspend the provisions of Article 3.3.3.1 for hourly classified employees. This provision is limited to the time period of coronavirus concerns and is subject to review on the 15th of each month.
  - a. Hourly classified employees may be requested to work additional hours but are not required to take them. These employees will be held harmless and not subject to any adverse action in the event that they do not agree to work additional hours.
- 3) In the case that campus is closed due to coronavirus concerns, all Classified employees will continue to receive all regular compensation for their normally scheduled hours.
- 4) The parties agree to negotiate a sick leave donation / sick leave bank program by December 1, 2020.

All other provisions of the LCCEF contract remain fully in effect. No precedent is set by this waiver.

 3/12/2020  
Francette Cocanour, President      Date  
LCCEF

 3/12/2020  
Shane Turner, CHRO      Date  
Human Resources