

**MEMORANDUM OF UNDERSTANDING
BETWEEN
IMPERIAL VALLEY COMMUNITY COLLEGE DISTRICT
AND
IMPERIAL VALLEY COLLEGE FACULTY ASSOCIATION CCA/CTA/NEA**

This Memorandum of Understanding ("MOU") is entered into by and between the Imperial Community College District (hereinafter referred to as "District") and the Imperial Valley College Faculty Association CCA/CTA/NEA (hereinafter referred to as "IVCFA") (hereinafter collectively referred to as the "Parties"), and is expressly made pursuant to the Educational Employment Relation Act and the current Collective Bargaining Agreement ("CBA"). The purpose of this Memorandum of Understanding is to create a NextUp Program Coordinator reassignment/position for spring 2025.

This MOU between the Parties is not intended to change the terms of the current CBA, but is instead a one-time, non-precedent setting agreement that may not be used as the basis of a past practice by either party.

TERMS

The NextUp Program Coordinator is a tenured faculty that will support Imperial Valley College's campus foster youth students with services and resources while attending college. The NextUp Program Coordinator will receive 6.0 units, or the equivalent stipend, for the Fall 2025 semester as a 194-day faculty starting August 8, 2025. The unit member will request approval for any work that falls in the winter period and must be preceded by the submission and approval of a preauthorization form. Duties and Responsibilities include:

- Lead and collaborate with faculty and staff in scheduling, program review, performance outcomes, and strategic planning.
- Attend professional organizations meetings with local, State, and federal agencies to maintain currency for assigned programs.
- Prepare and monitor department budgets; set priorities for resource needs
- Administer and manage a variety of State and federal contracts assigned to the department.
- Ensure NextUp student population is provided with successful transfer pathways, career counseling, and educational goal completion.
- Oversee counseling and advising services to students of diverse backgrounds regarding transfer, degree, and career technical education program planning, career decisions, goal clarification, and personal life management.

- Provide information, guidance, and the necessary support to current and/or new NextUp students and the campus community to ensure that the program makes progress toward program objectives.
- Assist students with the development of abbreviated and comprehensive education plans.
- Coordinate and plan program activities and services.
- Maintain up-to-date information related to legal issues impacting students who experienced foster care.
- Lead, coordinate, and organize NextUp monthly distribution events for NextUp students.
- Develop, coordinate, and organize specific onboarding efforts for NextUp students including but not limited to initial intake, orientation, and student education plan.

Both parties agree to the duties and responsibilities for the NextUp Program Coordinator identified above and any other duties required for full implementation of the NextUp program.

This MOU is effective (retroactive) August 8, 2025 and expires upon completion of the Fall 2025 semester (December 12) unless both parties agree to an extension.

For the District:


Johanna Fisher (Nov 11, 2025 08:23:53 PST)

Nov 11, 2025

For the Faculty Association:


Elizabeth Trevino

Nov 14, 2025

Date

Date