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**Letter of Agreement Between
The Lansing Community College Chapter of the Michigan Association For Higher
Education at Lansing Community College MEA/NEA
And
Lansing Community College**

May 11, 2011

The Lansing Community College Chapter of the Michigan Association For Higher Education at Lansing Community College and Lansing Community College enter into this agreement in connection with the 2011 Early College Partnership Grant, arising out of a partnership with the College and the Ingham Intermediate School District. The purpose of this agreement is to provide a mutually satisfactory framework for including the four full time teaching positions and one full time counseling position in this grant, in the MAHE bargaining unit; and providing qualified existing bargaining unit members the opportunity to be considered for these positions.

This framework includes the following provisions:

- These five employees will be salaried professionals, assigned to externally funded positions, which will be provisional. In this connection continuation of the positions will be contingent upon continuation of the funding from the subject grant at, or above, the current level of funding.
- It is understood that since these are externally funded positions, they will not achieve continuing contract status. If the Early College becomes more than 50% college funded the positions will be converted to regular and the three year probationary period will start.
- The Early College Director or designee will provide ongoing feedback and evaluation to Early College faculty using the approved evaluation process as set forth in LCC-MAHE Collective bargaining Agreement.

Schedule

- These employees will be required to work a 204-day schedule for the academic year, on a calendar determined by LCC in cooperation with the Ingham Intermediate School District.

- The class sizes will be determined by enrollment, with a maximum of thirty-five (35) students. Classes above thirty-five (35) must be reviewed in a special conference on concerns and issues described below.
- The counselor, if assigned, must be available for a 40-hour weekly schedule to be established based upon Early College and student needs; and for 204 (8) hour days.
- Additional weekly requirements for the instructors will include:
 1. Teaching three (3) eighty (80) minute classes, five (5) days per week.
 2. Participating in one (1) eighty (80) minute planning / preparation period five (5) days per week.
 3. Working an additional five (5) hours per week to perform assigned tasks including department/College meetings, interacting with parents, student/parent, teacher conferences, curriculum/ program work, etc.
 4. In addition to teaching, the instructors must be available to students during a weekly schedule, currently from 8:00 AM to 8:50 AM; and from 3:10 PM to 4:00 PM, five (5) days per week.

Compensation

- Their annual salary for the Early College faculty will be based upon their education and experience, per the attached chart.
- Benefits will be commensurate with other full time faculty.
- Compensation for subsequent years, if this program is continued, will be addressed during the current contract negotiating process.

Concerns regarding the provisions of this agreement should be referred to the Provost, LCC-MAHE President, and the Executive Director of Human Resources who will address them in a Special Conference.

Stephanie Shanblatt 5-11-11

 Stephanie Shanblatt Date
 Provost

Cindy Storie May 11, 2011

 Cindy Storie, Date
 President, MAHE

Ann Kroneman May 11, 2011

 Ann Kroneman Date
 Executive Director, Human Resources

2011-2012 SALARY RANGE EARLY COLLEGE 204 days

	MD	MP	P
Step 1	\$57,232	\$58,377	\$59,544
Step 2	\$60,845	\$62,062	\$63,304
Step 3	\$64,458	\$65,748	\$67,063
Step 4	\$68,072	\$69,433	\$70,822
Step 5	\$71,685	\$73,119	\$74,582