



### Course Assignment Contract Addendum

**July 23, 2020**

**Jeffery Cavallero**  
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Responsibilities: You agree to teach the following course assignment(s):

Course(s):      **1.0 MATH-013-01 (160 hours of Course-Related Work)**  
                         **1.0 MATH-013-02 (160 hours of Course-Related Work)**

Term:            **Fall 2020 (August 24, 2020 to December 4, 2020)**

Duration:      **August 3, 2020 to December 18, 2020**

These assignment(s) have been approved by the Dean or Vice Provost and the Provost and Senior Vice President of Academic Affairs. More information about hourly timekeeping for non-exempt adjunct faculty members is available on the Faculty Development website: [www.stmarys-ca.edu/faculty-development/resources-for-adjunct-faculty](http://www.stmarys-ca.edu/faculty-development/resources-for-adjunct-faculty)

Salary: Step 10. You will be paid at the hourly rate of **\$45.41** for your Course-Related Work, less applicable deductions, to be paid consistent with the Saint Mary's College normal bi-weekly payroll cycle. You will be paid at the hourly rate of **\$16.90** for non-active time that is ancillary to your course-related work (e.g., approved travel time between job sites, required trainings that are conditions of employment such as sexual harassment training). In order to be paid, you must submit your timesheet(s) by noon on the Monday prior to payday.

Your compensable activities related to this course may not begin more than twenty-one (21) days before the start of the term, but once you do commence services, please record and submit your time by the close of the pay period to ensure prompt payment for your services. All services related to this assignment must be completed no later than seven (7) days following the last day of the term. The allocated hours of Course-Related Work for each of your course assignments is inclusive of pre-term preparation, instructional time and contact hours during the term, course-related meetings and communications, other course-related tasks during the term, and grading during and after the term.

The total value associated with this assignment is estimated to be **\$14,530.00**. If you are able to complete all work-related services under this agreement in less than the allotted time, you will earn an efficiency payment in an amount equivalent to the balance of your unused allocated hours times your hourly rate, less withholdings.

Workweek: As a bargaining unit faculty member, you have discretion over when and how you prepare for and grade the courses that have been assigned above. However, please note that any overtime hours, which are calculated on the basis of all work at the College in a workweek (in excess of 12 hours

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per day or 40 hours per week), must be approved in advance by your Dean, and will be paid at an hourly overtime rate of **\$68.12**, which is 1.5 times your regular hourly rate of pay for all Course-Related Work performed that workweek. When applicable, all rest breaks and meal periods should be scheduled and taken in accordance with the Collective Bargaining Agreement. If you are unable to take a compliant rest break or meal period, please contact your Dean immediately.

Advancement: In the event that you are offered additional course assignments by Saint Mary's College, you may be advanced to **Step 11** in the academic term following the completion of this contract *and* the completion of **5** additional course(s). This assignment to teach courses is limited to the duration of the indicated academic term and does not guarantee future opportunities to teach.

This agreement will become effective after being signed by both the President of Saint Mary's College and you and after all relevant work authorizations (e.g. visas, etc.) are completed and approved by the appropriate government entities prior to your providing any services.

For Saint Mary's College of California



James A. Donahue, President

Faculty Member

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Signature

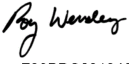
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