



Date: May 29, 2020

From: Michael J. Martin
Associate Vice President
HRSRM, Diversity and Inclusion

To: California Faculty Association

Re: Memorandum Regarding Face to Face Instruction for Summer 2020

Due to COVID-19, many of our spring 2020 courses and our summer 2020 cruise have been suspended or postponed. To ensure that our students can meet their mandatory licensing STCW and sea-time hours, we are planning on face-to-face instruction during summer 2020. Faculty members who do not feel safe returning to face-to-face instruction, due to health concerns for themselves or vulnerable persons in their household will be relieved of any requirement to conduct face-to-face instruction. Such faculty members will be expected to complete a CPAL/FFCRA form and submit it to Human Resources. Inability to work during the summer, for the aforementioned reasons, will have no ramifications on future appointments or income, or any other benefit provided in the CFA collective bargaining agreement (CBA). It is further agreed that such a decision by faculty will not have any negative impacts on any decisions related to Retention, Tenure, and Promotion. We appreciate your patience and understanding in these difficult times and your continued commitment to our students' success.

Signatures