

SIDELETTER BETWEEN THE
SAN DIEGO COMMUNITY COLLEGE DISTRICT AND
SUPERVISOR & PROFESSIONAL ADMINISTRATORS ASSOCIATION

San Diego Community College District (District) and the Supervisor and Professional Administrators Association (SPAA), collectively the “parties”, agreed to make the following temporary modifications to the applicable collective bargaining agreements, effective June 22, 2026, through August 14th 2026, after which this temporary modification shall sunset, and the Status Quo language will resume in full force and effect.

1. For the eight-week period between Monday, June 22, 2026, and August 14, 2026, all participating SPAA employees regularly scheduled to work 40 hours per week shall have a reduced work week of 32 hours.
2. Participating SPAA members shall enter eight hours of paid administrative leave to fulfill their regular 40-hour work week, a total of 64 paid administrative leave hours over the applicable period.
3. Participating employees include all SPAA members regularly scheduled to work 40 hours per week during the applicable period.
4. SPAA employees regularly scheduled to work 40 hours per week during the applicable period whose work assignments during the applicable period cannot be completed in a 32-hour work week and are critical for student enrollment and registration, legal compliance, emergency response, or similar functions will continue to work 40 hours per week as scheduled by the appropriate manager. Work not completed by AFT members will not fall on SPAA members due to the 32-hour work week.
5. Non-exempt employees who must work over an 8-hour schedule will be paid overtime per the SPAA handbook.
6. The appropriate College President or Vice Chancellor must recommend the exclusion of any SPAA member from the 32-hour summer work week to the Chancellor for approval, and a copy of the request with justification for the exclusion shall be sent to the SPAA Board. An informational copy of all exclusions approved by the Chancellor shall also be sent to the SPAA Board.
7. The District and SPAA recognize that, as supervisors, reducing a 40-hour workweek to a 32-hour workweek is not always possible, and that last-minute changes will occur when employees require a supervisor to be present. In such circumstances, the SPAA member will notify their supervisor of the last-minute adjustment and enter the appropriate paid administrative leave to complete the 40-hour workweek. That SPAA member will be authorized to use the remainder of the 64-hour paid administrative leave allotment throughout the 2026/2027 academic year. Managers will schedule leave use at the employee's discretion, except when critical operations will be significantly impacted.
8. Any SPAA member excluded from the summer 32-hour work week must be approved to use the 64-hour paid administrative leave allotment throughout the 2026-2027 academic year. Managers will schedule the use of leave at the employee's discretion, except where critical operations would be significantly impacted.
9. Any denial of the use of the paid administrative leave allotment during the 2026-2027 academic year must be recommended by the appropriate College President or Vice Chancellor to the Chancellor for approval and the justification will be provided to the SPAA Executive Board by the Vice Chancellor of People, Culture and Technology Services.
10. If two or more SPAA members excluded from the summer 32-hour work week in the same work unit request to use paid administrative leave on the same day, and critical operations would be significantly impacted, the SPAA member with the greatest seniority will get the requested leave.

- 11. The 64-hour paid administrative leave allotment expires and shall not be available for use after June 30, 2027.
- 12. The 64-hour paid administrative leave allotment shall not be reimbursable.

Jared Burns

Jared Burns, Vice Chancellor
People, Culture, and Technology Services

06/17/26
Date: _____

Marc Grabiell

Marc Grabiell (Jun 17, 2026 12:41:43 PDT)

Marc Grabiell, President
Supervisory and Professional Administrators
Association

06/17/26
Date: _____

Jesus Montana

Jesus Montana (Jun 17, 2026 12:20:37 PDT)

Jesus Montana, Executive Director
Supervisory and Professional Administrators
Association

06/17/2026
Date: _____












32 Hour Workweek District SPAA Final 6.17.26

Final Audit Report

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