

ARTICLE 14: COMPENSATION

14.1 Salaries

14.1.1 Effective Fall 2021, the Faculty Contract Salary Schedule, the Children's Center Faculty Salary Schedule, and all other Salary Schedules shall be adjusted in the following manner:

- During the 2021-22 fiscal year, an increase of 2% across salary schedules SS# 10, 11, 60, and 61. As well as an increase of 5% on SS# 17,18,19, and 20.
- During the 2022-23 fiscal year, an increase of 1.5% (includes a 0.5% medical insurance offset) across salary schedules SS# 10, 11, 60, and 61.
- During the 2023-24 fiscal year, an increase of 1.5% (includes a 0.5% medical insurance offset) across salary schedules SS# 10, 11, 60, and 61.

14.1.1.1 Effective July 1, 2021, employees who have reached the last step on the salary schedule shall receive a 1.5% longevity increase each year thereafter to a maximum of twelve (12) years.

14.1.2 Overload, Summer, Intercession, and Substitute Instructional Assignment Compensation

14.1.2.1 Pursuant to the terms in Articles 16 and 18, overload teaching assignments and teaching assignments during summer session, intersession, or as a substitute (prorated at the team-taught rate) shall be paid using the Overload and Extra Assignment Salary Schedules in the appendix by multiplying the number of hours for the assignment by the employee's hourly rate based on step, column, and assignment type.

As specified in Article 18, full-time load is defined as .970 FTE through 1.0FTE. An employee is considered to have an overload for pay if the load exceeds 1.0 FTE. If the employee has an overload, compensation shall be paid for the amount of load that exceeds 1.000 FTE.

14.1.3 Extra/Fewer Contract Days Compensation

This section applies when compensating employees for fewer or additional contract days within their primary assignment (see Article 16.1).

14.1.3.1 Salary levels are based on a yearly 175-day, full-time assignment. Employees serving less than full time, or fewer than 175 days, or more than full-time or more than 175 of their contract days, shall have their annual salary prorated at the same ratio that their yearly employment bears to full-time yearly employment by using the following formula:

Salary Schedule Rate divided by 175 = Daily Rate (for all contract days)

Daily Rate x Contract Days = Base Annual Salary

Base Annual Salary + Longevity = Compensation

14.1.3.2 Base Annual Salary is defined as the employee's placement on the appropriate Salary Schedule (in the appendix) which specifies the salary for 175-day annual contracts.

14.1.3.3 Subsections 14.1.3.1 and 14.1.3.2 do not apply to employees working partial days including but not limited to overload, extra assignment, or summer/intersession.

14.1.4 Payroll Notices

The District shall provide each employee with clearly understandable monthly pay notices for each pay period. The notices shall list the pay rate for each assignment, the total compensation received for each assignment, the total gross compensation and itemize all deductions.

Unless otherwise requested by the employee, the payroll notice shall be provided to the employee no later than 30 calendar days from the time of the pay distribution.

14.1.5 Reduced Load Compensation

14.1.5.1 Employees approved for a reduced load as defined in Article 18 of this agreement, shall have their compensation prorated based on the percentage of load relative to the daily rate of a full-time load per Article 14.1.3.

14.2 Salary Schedules:

Employees shall be paid in accordance with the salary schedules applicable to their assignment available in the appendix and online. The following salary schedules shall apply to the designated groups of employees.

14.2.1 Faculty Contract Salary Schedule: All regular, contract, and full-time temporary instructional and service faculty employees shall be paid in accordance with the provisions of one or more of the following salary schedules:

- a) Faculty Contract Salary Schedule (SS#10)
- b) Faculty Contract Salary Schedule 40 Hour Work Week (SS#11)
- c) Overload Salary Schedule
- d) Lecture (SS#17)
- e) Lab I (SS#18)
- f) Lab II (SS#19)
- g) Lab III/Activity (SS#20)

14.2.2 Children's Center Faculty Salary Schedule: All regular, contract, faculty employees responsible for the care and teaching of pre-school children shall be paid in accordance with the provisions of one or more of the following salary schedules.

- a) Children's Center Salary Schedule (SS#60)
- b) Children's Center Salary Schedule 40 Hour Work Week (SS#61)
- c) Overload Salary Schedule
- d) Lecture (SS#17)
- e) Lab I (SS#18)

- f) Lab II (SS#19)
- g) Lab III/Activity (SS#20)

14.3 Initial Salary Placement on Salary Schedules

14.3.1 It shall be the responsibility of the faculty member at the time of initial date of hire by the college to present an official and complete transcript of all units successfully completed. It shall also be the responsibility of the faculty member at the time of the initial date of hire to present verification of experience if appropriate and required. Salary schedule placements shall be based upon degrees, semester units, and/or experience presented at that time and shall be final. All documents are subject to approval by the District.

The faculty member will be notified by the office of human resources of their initial salary placements. If all appropriate documentation for salary placements has been submitted and the faculty member believes their initial salary placements are in error, it is the faculty member's responsibility to notify the office of human resources within fourteen (14) calendar days of notification to request a reevaluation of salary placements. Failure to notify shall cause salary placements to be final for the entire semester or summer session of service.

Quarter units are multiplied by 2/3 to determine semester unit equivalent.

Semester units credited for salary placements must be with a grade of "C" or better or pass/credit.

14.3.2 Initial Column Placement (Faculty Contract Salary Schedules 10 and 11)

Column I (a) An appropriate and valid California community college life credential.

Column II (a) Master's degree from an accredited institution.

(b) Bachelor's degree plus 30 semester units after issuance of bachelor's degree from an accredited institution PLUS an appropriate certification to practice or licensure if available OR an appropriate and valid California community college life credential.

(c) Associate degree from an accredited institution plus 6 years professional experience and appropriate certification to practice or licensure if available.

Column III (a) Master's degree plus 18 semester units after issuance of master's degree from an accredited institution.

(b) Bachelor's degree plus 60 semester units after issuance of bachelor's degree from an accredited institution PLUS 2 years professional experience and appropriate certification to practice or licensure if available OR an appropriate and valid California community college life credential.

Column IV (a) Master's degree plus 36 semester units after issuance of master's degree from an accredited institution.

(b) Bachelor's degree plus 90 semester units after issuance of bachelor's degree from an accredited institution PLUS 2 years professional

experience and appropriate certification to practice or licensure if available
OR an appropriate and valid California community college life credential.

Column V (a) Doctoral degree from an accredited institution.

14.3.3 Initial Column Placement (Children's Center Faculty Salary Schedules 60 and 61)

Column I (a) A provisional instructional permit.

(b) A regular children's center permit but with less than a bachelor's degree.

Column II (a) Bachelor's degree.

(b) Instructional permit issued on a postponement of requirements.

Column III (a) Bachelor's degree and regular instructional permit issued for children's center.

14.3.4 Initial Column Placement (Overload/Extra Assignment Salary Schedules 17, 18, 19, 20)

Column I (a) An appropriate and valid California community college life credential and who cannot qualify at a higher column level.

Column II (a) Associate degree from an accredited institution and 6 years professional experience and appropriate certification to practice or licensure if available.

(b) Associate degree or high school diploma plus 30 semester units from an accredited institution of higher education and appropriate and valid California community college life credential in a specific vocational subject matter.

Column III (a) Bachelor's degree from an accredited institution and 2 years professional experience and appropriate certification to practice or licensure if available.

(b) Bachelor's degree from an accredited institution and appropriate and valid California community college life credential in a specific vocational subject matter.

Column IV (a) Master's degree from an accredited institution.

(b) Bachelor's degree plus 30 semester units after issuance of bachelor's degree from an accredited institution plus 2 years professional experience and appropriate certification to practice or licensure if available OR an appropriate and valid California community college life credential in a specific vocational subject matter.

Column V (a) Master's degree plus 18 semester units after issuance of master's degree from an accredited institution.

(b) Bachelor's degree plus 60 semester units after issuance of bachelor's degree from an accredited institution plus 2 years professional experience and appropriate certification to practice or licensure if available OR an appropriate and valid California community college life credential in a specific vocational subject matter.

Column VI (a) Master's degree plus 36 semester units after issuance of master's degree from an accredited institution.

(b) Bachelor's degree plus 90 semester units after issuance of bachelor's degree from an accredited institution plus 2 years professional experience and appropriate certification to practice or licensure if available OR an appropriate and valid California community college life credential in a specific vocational subject matter.

Column VII (a) Doctoral degree from an accredited institution.

14.3.5 Initial Step Placement on Faculty Contract Salary Schedules (10, 11, 60, 61)

Step placement shall be based on faculty experience at an accredited education institution or applicable work experience directly related to the primary assignment at the time of initial date of hire. Such experience shall not exceed seven years; therefore, the highest placement on the salary schedule shall ordinarily be step 5. However, consideration of initial placement at step 6 will be given to a candidate who has received tenure at another accredited college or university.

14.3.5.1 Occupational experience directly related to the employee's primary assignment in the district will be accredited as follows: for each two (2) years of previous full-time related occupational experience, one (1) step advancement will be granted. The experience must be beyond the occupational experience needed to satisfy minimum qualification requirements.

14.3.5.2 Employees hired as a contract regular employee shall receive one step advancement for each year of full-time experience related to the primary assignment.

14.3.5.3 Employees with no previous experience will be placed at step 1.

14.3.5.4 Exclusions: Credit for previous experience for placement purposes shall not be granted for the following:

- a) Experience as a teaching, counseling, or laboratory assistant
- b) Work experience necessary to meet minimum qualifications

14.3.6 All new faculty are placed on step 1 of the Overload/Extra Assignment Salary Schedules (SS 17, 18, 19, 20).

14.4 Step Advancement, Salary Schedules

14.4.1 Bargaining unit members, on Faculty Contract Salary Schedules (10, 11, 60, 61), shall receive one step advancement within the appropriate column upon satisfactory completion, the preceding year, of two full-time semesters of required service including days of paid leave until step 21 has been reached. Thereafter, employees shall receive longevity increases for ten years.

14.4.2 Bargaining unit members on Overload/Extra Assignment Salary Schedules (17, 18, 19, 20) shall receive one step advancement on the Overload Salary Schedules upon satisfactory completion of three years of required service including days of paid leave.

14.5 Column Advancement, Salary Schedules

- 14.5.1 Employees who take course work related to their primary assignment from an accredited college or university at the upper division or graduate level will be advanced into the appropriate column without prior district approval. The request for advancement should be submitted directly to the office of human resources.
- 14.5.2 All course work taken by employees for advancement into the appropriate column which is lower division or outside of the employee's primary assignment must be approved in writing in advance of enrollment by the associate superintendent/vice president, academic affairs, or the associate superintendent/vice president, student services. It must be demonstrated that a lower-level course or course work outside of the employee's authorized primary assignment will significantly contribute to the improvement of the quality of instruction or service.
- 14.5.3 Any course work under staff development/flex day activities does not count toward column advancement.
- 14.5.4 In all instances, it is assumed that courses offered for advancement are part of a program calculated to improve the effectiveness of the employee.
- 14.5.5 It is the responsibility of the employee to notify the director, human resources, in writing when they have met requirements to move to a higher pay column. Verification, official transcripts, and, when appropriate, written authorization from the appropriate vice president must be submitted prior to the beginning of the semester in which the change is requested.

14.6 Stipends-Regular

14.6.1 Left blank intentionally.

14.6.2 Class Size Stipend

Minimum of 55 maximum of 89 students \$600 per unit of credit provided as a stipend or applied to the cost of a reader.

Minimum of 90 maximum of 119 students \$850 per unit of credit provided as a stipend or applied to the cost of a reader.

Minimum of 120 maximum of 130 students \$1000 per unit of credit provided as a stipend or applied to the cost of a reader.

14.7 Stipends Short-Term

14.7.1 The District may establish an annual general fund stipend budget in addition to categorical funds. Short-term stipends may be offered to employees for individual projects and/or assignments, which are not part of the regular assignment for the employee, under the following conditions:

The work does not interfere with the bargaining unit member's ability to complete their normal contractual assignments.

The supervising administrator and faculty member agree on the total time to complete the task and the work to be performed.

The Short-Term Stipend Agreement form must be completed and signed by all parties prior to any work being performed. The form shall indicate the total time required to complete the work as well as the total pay.

Regardless of funding source, the hourly rate of pay for work on stipends shall be \$60 per hour.

14.7.2 Short-term stipend assignments are voluntary and may be rejected by employees. If employees agree to the short-term assignment and stipend, they are obligated to the terms and conditions of the assignment as listed on the Short-Term Stipend Agreement form.

14.7.3 Either the District or the employee may withdraw from the assignment with 30-days advance notice (pay period). Any work completed or incomplete at the time of withdraw shall be the property of the District. The employee shall be entitled to any payment for the period of time completed.