

# Association Proposal #1

05/16/2023

New Language in **bold underline**.

Deleted language in ~~striketrough~~.

Editing notes, not intended to be a part of final language, in *italics*.

## ARTICLE 8 – SALARIES

### 8.1 Faculty Salary Schedules – General Guidelines

- 8.1.1 Salaries of individual faculty members will be established in accordance with the salary schedule and all the provisions governing its use.
- 8.1.2 Units counted toward advancement on the salary schedule must be graduate units earned at an institution accredited by one of the regional associations such as, Western Association of Schools and Colleges. Undergraduate units, **for those Unit members in disciplines where a master’s degree is not required and/or is not available, or** which have been given prior approval by the appropriate vice president, may also be counted toward advancement. Graduate units earned at foreign colleges or universities must be approved in advance by the appropriate vice president. Foreign transcripts must be translated and evaluated for equivalency by a bona fide U.S. evaluation service.
- 8.1.3 Unit Members who plan to advance from one salary classification to another must notify the Human Resources office at the time the advancement is to become effective. The salary will not be changed until all units claimed for the change are officially verified. A change will be made in salary advancement due to the accumulation of units on the first of the month following verification.
- 8.1.4 It is the responsibility of the individual to notify the Human Resources office of any error in placement on the salary schedule. Errors discovered either by the employee or the District will, in every case, be recovered to the extent allowed by law either by the District or by the employee, depending upon in whose favor the error was made.
- 8.1.5 Each Unit Member shall be granted one increment on the salary schedule for each year of satisfactory service until the maximum number of increments is reached. Satisfactory service shall be defined as having received “satisfactory” on the latest evaluation.
- 8.1.6 Whenever, for any cause, the work of a Unit Member is designated as “unsatisfactory” by the Unit Member’s evaluation team on the evaluation form, class or step increments may be withheld until improvement is affected.
- 8.1.7 In moving from any salary class to another, a Unit Member may not advance more than one (1) step for each year of service to the District.

- 8.1.8 Unit Members shall make satisfactory professional growth in order to advance on the salary schedule. Evaluation shall be made in accordance with Article 20. Unit Members who do not meet satisfactory professional growth shall be given one year in which to show improvement. Failure to make satisfactory improvement after notification shall result in no salary advancement.
- 8.1.9 The District will continue to pay all Unit Members with an earned doctorate degree an additional 6.4% of Class 1, Step 1. The Doctorate shall be earned at an institution accredited by one of the regional associations.
- 8.1.10 When Unit Members reach Class 4 or 5, Step 14 on the salary schedule they become eligible to receive anniversary increments for professional growth as shown in the applicable Full-Time Faculty Salary Schedule.
- 8.1.11 No more than ~~five (5)~~ **ten (10)** years of full-time teaching experience and/or related work experience credit shall be allowed for initial placement on the salary schedule. When related work experience is required to meet the minimum qualifications for a discipline identified as one where a master's degree is not normally expected or available by statute, credit for full-time related work experience must be beyond that requirement. One (1) additional step for experience credit will be granted upon completion of a bachelor's degree (from an accredited institution) for those instructors initially employed with an associate's degree.

**8.1.12 For all disciplines wherein Unit Members must maintain on-going certification and/or licensure for program viability, accreditation, and/or certification, placement shall be at salary Class 3. This enhancement shall be revokable if the certification and/or licensure is lost or fails to be maintained. Certifications and licenses shall be validated in Unit Members' regular evaluations.**

## 8.2 Salary Schedules

- ~~8.2.1 Effective January 1, 2021, a two percent (2%) off-schedule payment will be paid to each Unit Member based on the Unit Member's placement on the regular salary schedule and shall be paid to Unit Members as part of their regular pay. This payment shall end as of December 31, 2023.~~
- ~~8.2.2 Effective June 1, 2021, but payable by September 2021, each faculty member will receive a one-time payment of \$2,200.~~
- ~~8.2.3 In June 2022, each faculty member will receive a one-time payment of \$2,200.~~
- 8.2.4 In June 2023, each faculty member will receive a one-time payment of \$2,200.

*Editor's Note: It is the intent of the Association that the language in 8.2.1 – 8.2.4 be replaced by the language from the 2022 MOU on Salary, as applicable. No additional across-the-board increases proposed at this time.*

### 8.2.5 Calculating Overload and Intersession Salary Schedules

- 8.2.5.1 The Overload Salary Schedule and Intersession Salary Schedule are calculated as follows: The overload and intersession LHE rate is derived by multiplying the corresponding rate on the Full-Time Faculty Salary Schedule by 0.0485 **0.025**. Placement on these schedules shall

be the same as the instructor's placement on the Full-Time Faculty Salary Schedule, ~~except that steps in all classes shall not exceed Step 14 on the Intersession Salary Schedule and shall not exceed Step 7 on the Overload Salary Schedule.~~

*Editor's Note: the multiplier above is based on a unit member's "annual load" of 30 LHE. Those 30 LHE represent the first 75% of a Unit Member's total responsibility (40-hour workweeks to include 10 hours of additional responsibilities as defined in Article 5). Thus, each additional LHE =  $1 / 30 \times 0.75 = 0.025$ . The stricken text is intended to represent the Association's proposal that dimensions and construct of the Overload / Intersession Salary Schedule match that of the basic Full-Time Salary Schedule.*

#### 8.2.6 Hourly **Administrative Leadership** / Non-Teaching Rate

8.2.6.1 The hourly rate for all non-teaching faculty assignments shall be set at 1/1000th of ~~Step 1, Class 1~~ of the **Unit Member's Class and Step on Full-Time Faculty Salary Schedule.**

#### 8.2.7 Reassigned Time and Stipends

8.2.7.1 The District and the Faculty Association agree there is value to providing faculty with reassigned time and/or stipends in response to extra assignments that may be offered to Faculty Members.

8.2.7.2 Any new reassigned time and/or stipend or change to current reassigned time and/or stipend, to be offered to a Unit Member must be mutually agreed to by the District and the Faculty Bargaining Team.

8.2.7.3 In the event a disagreement is reached as to the amount of reassigned time or of a stipend, the District may proceed with the reassigned time or stipend while the parties continue to negotiate.

**8.2.7.4 Unit members shall be compensated at the Administrative Leadership/non-teaching rate for evaluation of adjunct faculty based on hours served documented on a timecard and subject to the approval of the Division Dean.**

**8.2.7.5 Unit members evaluating Online Education courses as set forth in Article 20 shall be compensated at the Administrative Leadership/non-teaching rate based on hours served as documented on a timecard and subject to the approval of the Division Dean.**

### 8.3 Definition of Salary Class

#### 8.3.1 Class 1

8.3.1.1 LIFE Credential OR Minimum Qualifications as defined by Education Code Sections 87355 and 87356.

8.3.2 Class 2

8.3.2.1 Master's degree including 40 graduate level semester units beyond bachelor's degree.

8.3.3 Class 3

8.3.3.1 Master's degree including 60 graduate level semester units beyond bachelor's degree.

8.3.4 Class 4

8.3.4.1 Master's degree including 80 graduate level semester units beyond bachelor's degree **or a second master's degree in education or other additional master's degree resulting in an additional Faculty Service Area designation, OR LIFE Credential OR Minimum Qualifications as defined by Education Code Sections 87355 and 87356 plus a master's degree in education or other master's degree resulting in an additional Faculty Service Area designation.**

8.3.5 Class 5

8.3.5.1 **Earned** Doctorate

8.4 Discontinued Classes for Faculty Overload

8.4.1 Unit Members who have classes cancelled because of inadequate enrollment shall receive 1/1000th of ~~Step 1, Class 1~~ of the **Unit Member's Class and Step on the Full-Time** Faculty Salary Schedule for each hour the class has met.

8.5 Direct Deposit

8.5.1 The District shall pay the administrative costs associated with direct deposit of pay warrants to all participating financial institutions for all Unit Members who elect to subscribe to such service. The District shall not be responsible for errors or missed deadlines, which might occur between the Los Angeles County Office of Education and the employee's financial institution. If an error occurs, the District will assist the employee in getting the direct deposit error corrected.

8.6 Large Class Size

8.6.1 For those classes that are scheduled with the expressed intent of having class sizes **beyond the cap published in the Course Outline of Record** ~~of 60 students or more~~, the division dean will confer with the instructor(s) of record prior to the finalization of the semester schedule to verify that the course offering(s) will adhere to standard expectations for course rigor and writing. The division office will then forward to the Vice President of Academic Affairs a list of courses afforded large class size designation. Load and student assistance will be computed based upon class enrollment at the census date as follows:

60 students enrolled **or 25% above cap** = +25% of instructor's overload salary **additional LHE** for that specific course

- 70 students enrolled or 50% above cap = +50% of instructor's overload salary additional LHE for that specific course
- 80 students enrolled or 75% above cap = +75% of instructor's overload salary additional LHE for that specific course
- 90 students enrolled or 100% above cap = +100% of instructor's overload salary additional LHE for that specific course
- 100 students enrolled or 125% above cap = +125% of instructor's overload salary additional LHE for that specific course
- 110+ students enrolled or 150% above cap = +150% of instructor's overload salary additional LHE for that specific course.

## 8.7 Cooperative Education Class Pay

### 8.7.1 Cooperative Education classes without a lecture component.

- 8.7.1.1 Co-op classes shall not exceed 20 students, except with the prior approval of the Vice President of Academic Affairs.
- 8.7.1.2 Payment will be based on the hourly rate set forth in Appendix D.
- 8.7.1.3 Payment will be for five (5) hours per student.
- 8.7.1.4 Payment is based on the following calculation: hourly rate from Appendix D x five (5) hours x number of students.
- 8.7.1.5 Mileage will be reimbursed by the District in accordance with District procedures.

### 8.7.2 Cooperative Education classes with a lecture component (~~Automotive~~)

- 8.7.2.1 One (1) to four (4) students: .5 lecture hours per week (based on an 18-week semester or .5 LHE).
- 8.7.2.2 Five (5) or more students: add an additional .20 lab hours for each student beyond four (4) students enrolled at census (.15 LHE per student). Example: 13 students enrolled at census - .5 LHE + (.15 LHE \* 9) = 1.85 LHE.

*Editor's Note: "Automotive" is stricken above because it is the opinion of the Association that this model could be used in additional academic areas and not be limited to Automotive.*

## 8.8 Retirement Incentive

- 8.8.1 The District will pay a sum of ~~\$5,000~~ **\$10,000** as a bonus to a Unit Member (after the Unit Member's 55th birthday, providing said Unit Member has at least 10 consecutive years of full-time service to the District prior to retirement) if said Unit Member submits a retirement letter by September 15 of the last year of service.
- ~~8.8.2 A retirement incentive augmentation of \$2,500 will be paid to any faculty member who retires at the end of the 2020-2021, 2021-2022 or 2022-2023 academic years. This augmentation is in addition to the bonus as set forth in the paragraph above.~~