**District’s Comprehensive Proposal**

**May 30, 2023**

This proposal is intended to reflect the district’s proposals on all issues under Articles 5 and 8. New language is highlighted in yellow:

# ARTICLE 5 – FACULTY ASSIGNMENT

5.1 ~~Classroom~~  **Instructional** Faculty

5.1.1 ~~Work Year~~

~~5.1.1.1~~ The general work year is based on the compressed calendar consisting of 16 weeks of instruction for each Fall and Spring semester. Convocation Day (Fall), Flex Day (Spring), and Commencement are required days of assignment.

5.1.2 The work year for all Unit Members for the regular school year shall be 175 days. Subject to approval by the Superintendent/President or his/her designee, the work year for all Unit Members who are under contract other than the regular school year of 175 days shall be as follows:

(1) 10-1/2-month employees shall be responsible for an additional 10 working days

(2) 11-month employees shall work an additional 20 days, which shall be approved by the Superintendent/President or his/her designee

(3) 11-1/2-month employees shall work an additional 30 days

(4) 12-month employees shall work an additional 40 days.

5.2 Full-time Faculty Coordinators and Librarians

5.2.1 The work year for full-time faculty coordinators and librarians shall be as follows:

Academic Lab Coordinators 175 days

College Nurses 175 days

Librarians 195 days

5.3 Weekly Hours of Assignment

5.3.1 Unit Members’ workload elements are built upon an assumed 40-hour workweek ~~in a 17.5-week semester~~. A Unit Member’s workweek is comprised of: 1) assigned load, 2) office hours, and, 3) additional time as set forth below.

5.3.2 For ~~classroom~~ **instructional** faculty, the workweek shall consist of30 assigned hours, which include course preparations, lectures, laboratory activities involving student contact, and ~~student assessment~~  **assessment of student work** required of Unit Members to create the instructional experience.

5.3.3 A Unit Member shall be assigned to teach a class on Saturdays or Sundays only by mutual agreement between the Unit Member and the District.

5.3.4 A Unit Member’s request to participate in shared governance or other committee activities shall have priority in assignment of classes scheduled ~~during college hour~~ **on the same days/times.**

5.4 Librarians/College Nurses/Lab Supervisors

5.4.1 For librarians, college nurses, and lab supervisors the workweek shall consist of 30 assigned hours, which include professional service, teaching, preparation, department planning activities, and other assigned activities. **The workweek may include up to 25% of their assigned hours provided from a remote location.**

5.5 Office Hours

5.5.1 Classroom Faculty

5.5.1.1 Each c~~lassroom~~ **instructional** faculty member shall have five (5) **scheduled** student/teacher conference hours per week. A Unit Member who has less than a full-time teaching load shall have a pro-rata number of student/teacher conference hours.

5.5.1.2 Unit Members teaching online education courses may schedule one (1) virtual office hour per week for each online education course taught. These office hours shall be in lieu of in-person office hours and will reduce the number of in-person office hours required accordingly. Virtual office hours may be conducted either on or off campus. As with all office hours, the days/times, and locations/**modalities** shall be published, and will be offered in such a way as to afford students access to instructors that is predictable.

5.5.2 All Faculty Unit Members

5.5.2.1 Unit Members with reassigned time may reduce student/teacher conference hours proportionally.

5.5.3 ~~Non-Instructional~~ Faculty **in Student Services or Student Support Services**

5.5.3.1 ~~Non-instructional~~ Unit Members who teach classes as part of the basic workload will schedule one (1) office hour per three (3) hours of classroom instruction. These office hours will be scheduled as part of the 10 non-assigned hours described below in Section5.5.4.1.

5.5.4 All Faculty Unit Members

5.5.4.1 In addition to the weekly hours, all Faculty weekly assignments shall include 10 hours to include scheduled department meetings, required student teacher conference hours, shared governance activities/committees, student follow-up, community involvement, and other professional and academic activities.

5.6 Faculty Load (Required Assignment)

Note: The district is prepared to establish a workgroup consisting of unit members appointed by the faculty association and unit members appointed by the academic senate and deans/directors for the purpose of reviewing the assignment of non-credit classes. This group will make a recommendation to the faculty association and the district by no later than the end of the fall semester and the district and the as

5.6.1 Lecture Hour Equivalent (LHE)

5.6.1.1 A Unit Member’s load is based on the Lecture Hour Equivalent (LHE). The “annual load” for Unit Members is 30 LHE; usually 15 LHE in each semester (Fall and Spring) of a school year. These standards reflect the amount of preparation, evaluation, and student contact required to deliver the course curriculum. Class hours shall be determined by that which is recorded in the course outline of record.

**5.6.1.2** **The Load Factors set forth below apply to credit and Career Development and College Preparation non-credit classes approved by the Chancellor’s Office and may be assigned as regular or overload assignment.**

5.6.2 Full Lecture-Hour Equivalent (1.0 LHE) Assignments

5.6.2.1 One (1) LHE is eighteen (18) class hours during which the Unit Member is primarily engaged in lecture, demonstration, problem solving, or similar type of activity. A minimum of one (1) hour of substantial preparation and/or student assessment is needed per class hour.

5.6.3 Eighty-Five One-Hundredths Lecture-Hour Equivalent (0.85 LHE) Assignments

5.6.3.1 Eighteen (18) class hours of science laboratory during which students are primarily self-directed but the Unit Member provides some lecture, demonstration, and/or small group or individual instruction and for which the Unit Member has a minimum of 45 minutes of preparation and/or substantial outside assessment of student (written) work per class hour is designated as 0.85 LHE.

5.6.3.2 Eighteen (18) class hours of journalism production, theatrical or music performance, or forensics laboratory during which students are engaged in rehearsal or performance but the Unit Member provides some lecture, demonstration, and/or small group or individual instruction and for which the Unit Member has a substantial amount of outside student contact per class hour is designated as 0.85 LHE.

5.6.3.3 Eighteen (18) class hours of laboratory during which students are primarily self-directed but the Unit Member provides some lecture, demonstration and/or small group or individual instruction and for which competency-based skills assessments are conducted and the Unit Member has a minimum of forty-five minutes of outside preparation and/or assessment of student (written) work per class hour is designated as 0.85 LHE.

5.6.4 Three-Quarter Lecture-Hour Equivalent (0.75 LHE) Assignments

5.6.4.1 Eighteen (18) class hours of technical or academic skill laboratory during which students are primarily self-directed but the Unit Member provides some lecture, demonstration and/or small group or individual instruction and for which the Unit Member has a minimum of 30 minutes of outside preparation and/or assessment of student (written) work per class hour is designated as 0.75 LHE.

5.6.4.2 Eighteen (18) class hours of theatrical or music development laboratory during which students are primarily self-directed but the Unit Member provides some lecture, demonstration and/or small group or individual instruction and for which the Unit Member has a minimum of 30 minutes of outside preparation, assessment of student work, or additional student contact per class hour is designated as 0.75 LHE.

5.6.4.3 Eighteen (18) class hours of adaptive physical education or varsity sports laboratory during which students are primarily self-directed but the Unit Member provides some lecture, demonstration and/or small group or individual instruction and for which the Unit Member has a minimum of 30 minutes of outside preparation, assessment of student work, or additional student contact per class hour is designated as 0.75 LHE.

5.6.5 Two-Thirds Lecture-Hour Equivalent (0.667 LHE) Assignments

5.6.5.1 Effective with the fall 2023 semester, all laboratory classes designated as .667 LHE will be designated as .75 LHE.

5.6.6 One-Half Lecture-Hour Equivalent (0.5 LHE) Assignments

5.6.6.1 Eighteen (18) class hours during which students are self-directed with the Unit Member acting as a supervisor and attending to all questions from students and does not require preparation or outside assessment by the Unit Member is designated as 0.50 LHE.

5.6.7 Faculty Head Coach Reassigned Time

5.6.7.1 A Unit Member with a head coach assignment shall receive ~~2.~~0 5 LHE reassigned time during the semester the sport is in season and an additional 2.5 LHE of reassigned time during the sport’s off-season. The total amount of reassigned time shall be ~~4.5~~ 7.5 LHE for the academic year.

5.6.7.2 Assistant athletic directors shall receive 7.5 LHE reassigned time per semester (Fall/Spring).

5.6.7.3 Unit Members serving in assistant athletic director positions shall be compensated based on an 11-month contract during the period of that assigned position.

5.6.8 **Schedule Development (For Counselors, see section 5.8)**

**~~Deans and directors will collaborate with faculty during the development of a student-centered schedule for each semester.~~  Note- moved below.**

5.6.8.1 A Unit Member’s load shall consist of classes and/or hours to meet the required 15 LHE requirement per each Fall and Spring semester. This is referred to as the Unit Member’s “required load”. In addition to a Unit Member’s required load, Faculty may be assigned overload classes/hours.

5.6.8.2 A Unit Member may be assigned more than 15 LHE in a semester if necessary to complete required load.

**5.6.8.3** **Deans and directors will collaborate with faculty during the development of a student-centered schedule for each semester. Unit members shall have the opportunity to share ideas as to the schedule in an open division/department meeting or individually with the Dean/Director.**

5.6.9 Assignment of Classes

5.6.9.1 The following steps will be utilized each semester (Fall/Spring) to determine a faculty member’s teaching assignment.

5.6.9.2 Unit Members will be assigned classes to fulfill their required load. **The assignment of classes may include online (asynchronous, synchronous, or hybrid; remote or otherwise) classes provided the unit member has a portion of their assignment on campus.**

5.6.9.3 Unit Members will be offered remaining classes for overload.

5.6.9.4 Unit Members from other departments meeting minimum qualifications will receive consideration prior to adjunct faculty members.

5.6.9.5 Adjunct faculty will be offered remaining classes.

5.6.9.6 Classes that become available subsequent to assignment shall be offered first to Unit Members and then to adjunct faculty.

5.6.9.7 ~~Changes to an assignment will be made only by mutual agreement of the Unit Member and the dean~~. **In the event of a change in a unit member’s established schedule, including due to class cancellation, the appropriate Dean shall meet with the affected unit member to discuss the change in the unit member’s schedule considering the student-centered structure of the schedule and the impact on the unit member’s assignment. With this input, the appropriate Dean shall determine if the change in schedule should be implemented. If the decision is made to change a unit member’s schedule, the Dean and the affected unit member will develop an alternative assignment taking into consideration the impact on the unit member’s assignment.**

 **[Renumber]: Intersession assignments**

 **Deans and directors will collaborate with faculty during the development of a student-centered schedule for each intersession. Full-time faculty will receive first priority for available intersession classes. The District reserves the right to not offer an intersession assignment to any Unit Member who received an unsatisfactory evaluation in their most recent evaluation or in cases where a Unit Member has been issued a Notice of Unprofessional or Unsatisfactory service.**

5.6.10 Assignment of Overload Classes/Hours

5.6.10.1 A Unit Member’s overload assignment will not exceed 10 LHE in a semester without prior approval of the Vice President of Academic Affairs. All overload assignments will be scheduled as follows:

5.8.10.2 Full-time department members will receive first priority.

5.8.10.3 Unit Members from other departments meeting minimum qualifications will receive consideration prior to adjunct faculty members.

5.6.10.4 Adjunct faculty members will be offered any remaining classes.

5.6.11 Under Load and Load Balancing

5.6.11.1 If it is not possible to schedule a Unit Member with a full load in a semester, the immediate supervisor will meet with the Unit Member to develop a “load balancing plan” in which LHE is reduced in one (1) semester and is offset by additional LHE in the subsequent semester to achieve the appropriate annual workload. If load balancing over two (2) semesters will not produce an average load that is appropriate, then load balancing over more than two (2) semesters may be employed. **On an exception basis, with the approval of the Vice President of Academic Affairs, a load balancing plan may include one or more of the intersessions.**

5.6.11.2 Unit Members may request **a** load balancing plan to reduce load for one (1) semester, however, load banking (see Article 18) should be considered as an alternative. All load balancing plans require the approval of the Vice President of Academic Affairs.

5.7 Assignment of Load Factor

5.7.1 As courses are revised with a recommended change to the established LHE or new courses are developed, the dean of each division will confer with faculty in their respective departments regarding the appropriate load factors to be assigned.

5.7.2 Where there is agreement between the dean and the faculty that the LHE factors are appropriate, the agreed upon load factor will be forwarded to the Curriculum Committee as part of the normal course approval process.

5.7.3 Where there is disagreement as to the appropriate load factor to be assigned to the new class, the assignment of a load factor shall be made by the Curriculum Committee.

5.8 **Additional Provisions Related to Unit Members Providing Counseling Services**

~~[The following provisions will be effective with the beginning of the fall 2021 semester.]~~

5.8.1 Work Year

5.8.1.1 The assigned work year for full-time counselors and the Articulation Officer assigned to the counseling department shall be as follows:

* + - 1. Counselors 175 assigned days
			2. Articulation Officer 195 assigned days

5.8.1.2 The basic work year in counseling is based **on** the non-compressed calendar of 35 weeks.

5.8.2 Annual Assignment Calendar

5.8.2.1 Thirty-five (35) weeks of assignment, in any combination of days and hours, Monday - Friday, 30 hours per week.

* + - 1. The assigned weeks include the 16 weeks of Fall, the 16 weeks of Spring, plus two weeks before Fall begins and one (1) week before Spring begins. This shall be referred to as the Assignment Period.
			2. The beginning of the Fall Assignment Period shall be two (2) calendar weeks prior to the start of Fall instruction. The beginning of the Spring Assignment Period shall be one (1) calendar week before the start of Spring instruction.
			3. At least four (4) weeks before the end of each semester, Counselors and the Articulation Officer shall submit their proposed weekly schedules to the Dean of Counseling (or designee in specialty support programs where counselors are assigned) for review and approval. **A unit member’s schedule for counseling services may include counseling hours conducted in a remote location, with up to 25% of their weekly schedule assigned to counseling hours provided from a remote location.**
			4. If at the time the weekly schedules are created the District determines there is a need for Counselors outside the Assignment Period, the Dean of Counseling will advise Counselors of the of days and hours identified. Counselors may volunteer for any such days/hours. If a Counselor volunteers for any days/hours outside the Assignment Period, the Counselor will be provided an equivalent number of days/hours off during the Assignment Period.

5.8.3 Weekly Hours and Days of Assignment

5.8.3.1 Assigned Time

5.8.3.1.1 The weekly assigned hours and days of a counselor assignment shall be based on 30 hours per week. Assigned time may include, but is not limited to, student contact, student assessment, approved special projects, program coordination, group advising, on-line counseling, teaching (as set forth below in Section 5.8.4), department training, and other assigned activities. The actual assigned daily and weekly hours for a counselor may fluctuate depending on the counselors assigned work year as set forth in Section 5.8.2 above and the adopted assignment calendar for any given year.

5.8.3.1.2 Counselors who request (and are approved) or who are assigned to attend an off-campus function on an assigned day(s) shall receive credit for having worked the day(s) or appropriate portion thereof.

5.8.4 Assigned Teaching Time

5.8.4.1 A counselor may be assigned to teach a class up to a three (3) LHE as part of their required assignment. The class shall be included as part of the counselor’s assigned hours for the week based on the LHE for that class.  For example, if a counselor is assigned to teach a three (3) unit/three (3) LHE class and the class meets for 3.4 hours per week the counselor’s assignment will be reduced by 6.8 hours for that week.  If the class meets on a day in which the counselor is not assigned, the counselor shall be responsible to meet with the class as scheduled but may request to take any such days and substitute them for any other assigned day.

5.8.5 Extra-Duty Assignments

5.8.5.1 An extra-duty assignment occurs when a counselor is assigned any class or extra assignment on a day on which the counselor is not already assigned to work and/or beyond the counselor’s assigned hours for the day of the assignment. Extra-duty assignments will first be offered to full-time counselors. In the event no full-time counselor is available to take the extra-duty assignment, then the extra-duty assignment may be offered to an adjunct counselor.

5.8.5.2 All courses taught during the Summer and/or Winter Intersessions shall be taught as extra-duty.

# 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 recognized in the publication “Minimum Qualifications for Faculty and Administrators in California Community Colleges” that do not require a master’s degree or** which have been given prior approval by the appropriate vice president **and Director of Human Resources** may also be counted toward advancement. Graduate units earned at foreign colleges or universities must be approved in advance by the appropriate vice president a**nd Director of Human Resources.** 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) 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.

8.2 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.~~ Effective January 1, 2023, the current two percent (2%) off-schedule payment will be added to the salary schedules. Effective January 1, 2023, the salary schedules shall be increased by ten percent (10%).

 Effective July 1, 2023, the salary schedules shall be increased by two percent (2%).

 Effective July 1, 2024, the salary schedules shall be increased by five percent (5%).

 Effective July 1, 2025, the salary schedules shall be increased by two percent (2%).

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.

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 0.0185. 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.

8.2.6 Hourly 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 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.

8.3 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 **or for those Unit Members in disciplines recognized in the publication “Minimum Qualifications for Faculty and Administrators in California Community Colleges” for which the minimum qualification is a bachelor’s degree or an associate’s degree, minimum qualifications plus forty (40) undergraduate or graduate semester units beyond the required degree.**

8.3.3 Class 3

8.3.3.1 Master’s degree including 60 graduate level semester units beyond bachelor’s degree **or for those Unit Members in disciplines recognized in the publication “Minimum Qualifications for Faculty and Administrators In California Community Colleges” for which the minimum qualification is a bachelor’s degree or an associate’s degree, minimum qualifications plus sixty (60) undergraduate or graduate semester units beyond the required degree.**

8.3.4 Class 4

8.3.4.1 Master’s degree including 80 graduate level semester units beyond bachelor’s degree **or for those Unit Members in disciplines recognized in the publication “Minimum Qualifications for Faculty and Administrators In California Community Colleges” for which the minimum qualification is a bachelor’s degree or an associate’s degree, minimum qualifications plus eighty (80) undergraduate or graduate semester units beyond the required degree.**

8.3.5 Class 5

8.3.5.1 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 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 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 = +25% of instructor’s overload salary for that specific course
* 70 students enrolled = +50% of instructor’s overload salary for that specific course
* 80 students enrolled = +75% of instructor’s overload salary for that specific course
* 90 students enrolled = +100% of instructor’s overload salary for that specific course
* 100 students enrolled = +125% of instructor’s overload salary for that specific course
* 110+ students enrolled = +150% of instructor’s overload salary 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.

8.8 Retirement Incentive

8.8.1 The District will pay a sum of $5,000 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.

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# ARTICLE 10 – UNIT MEMBER BENEFITS

10.1 The District shall provide a program of health insurance benefits for Unit Members and retired Unit Members as specified below.

10.1.1 District Provided Benefits (current Unit Members)

10.1.1.1 The District shall provide health, vision, and dental benefits to the Unit Member and his/her dependents as follows:

(1) Health: Unit Members may choose to enroll in a Preferred Provider Plan through Anthem Blue Cross or a Health Maintenance Organization Plan through Kaiser Permanente.

(2) Dental: Unit Members may choose to enroll in a dental insurance plan through Blue Shield.

(3) Vision: Unit Members may choose to enroll in a vision insurance plan through Vision Insurance Plan.

10.1.2 Premium Payment

10.1.2.1 The District shall pay the total premium cost for each of the benefit plans set forth above for the duration of the contract.

10.1.3 Effective and End Date

10.1.3.1 The health, dental and vision benefits will be effective the month following the month the Unit Member is employed provided the Unit Member is employed for at least ten (10) days during the initial month of employment. Otherwise, health, dental and vision coverage will begin effective the following month.

10.1.3.2 Upon separation (excluding death) from the District, unless the Unit Member enrolls in retiree benefits, a Unit Member’s entitlement to health, dental, and vision coverage will end effective at the end of the month of separation. A Unit Member may choose to enroll in continuing health, dental, and vision coverage if the reason for separation provides that the Unit Member is qualified for COBRA benefits.

10.1.4 Any change of provider, level of coverage, or plan structure for medical, dental, or vision coverage will be brought, upon recommendation by the District’s Benefits Committee, to the Association for approval by its members.

Changes in the agreement between the District and the District’s medical provider that increase current benefits or clarify language, but do not decrease the level of current coverage, will be deemed accepted by the Association and the District. Representatives of the bargaining units will be provided with a summary of the language changes. The District will not assume the responsibility for any decrease in the level of coverage initiated by the provider after agreement is reached on the fringe benefit package.

10.1.5 Unit Members electing Kaiser Single shall be provided a monthly allotment of $71.00 effective upon establishment of an approved tax shelter plan. It shall be the Unit Member’s responsibility to establish an approved tax shelter plan and notify the District’s payroll/benefits department.

10.2 Duplicative Health Insurance

10.2.1 For Unit Members who have medical coverage elsewhere, there shall be funds available and apportioned as follows:

* The same allotment as in Section 101.1, plus 20% of the single party HMO rate, in place in the current contract, contributed to the affected Unit Member’s tax-sheltered annuity, and 80% to the District insurance programs.

10.3 The District shall provide each Unit Member term life insurance with a face value of $50,000 paid for by the District.

10.4 The District’s Benefits Committee shall meet as necessary and be composed of: 1) the CCFA bargaining team; 2) the CCFA president; 3) the payroll/benefits supervisor; 4) the District negotiations team; and 5) the vice president, finance and administrative services, or any other invitee as may be appropriate.

10.5 Any Unit Member who holds an elected office in a statewide educational organization will be granted released time to fulfill the duties of that office. The Unit Member’s salary shall be reduced to that percentage of a full load that the Unit Member teaches. In order that the Unit Member receive full salary and benefits, the statewide organization shall be responsible to reimburse the District for the salary and benefits in proportion to the released time. Benefits shall include, but are not limited to, Unit Member benefits as defined in Article 10, Retirement, Unemployment Insurance, Workers Compensation and Social Security/Medicare costs.

10.6 Eligible Retiree Health Insurance Benefits

The District shall provide medical, dental, vision, and prescription coverage for retired Unit Members, their spouses, and eligible dependent children enrolled at time of retirement which are the same as those provided to active Unit Members. This benefit shall be available to Unit Members retiring from the District through STRS or PERS after reaching their fifty-fifth (55) birthday or retiring under the disability provisions of the State Teachers Retirement System (or PERS if applicable) provided said Unit Member has at least 10 consecutive years of full-time service to the District. If a Unit Member permanently leaves the employment of the District under any circumstances other than retirement, these retirement provisions are not applicable. Retired Unit Members are required to enroll in Medicare Parts A and B when they become eligible as provided under Medicare regulations. District provided health insurance shall be coordinated with Medicare Parts A and B for those Unit Members who are eligible. A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for this benefit.

10.6.1 To be eligible to retire with District paid medical, dental, and vision coverage, the Unit Member must submit a letter of retirement to the Superintendent/President, or his or her designee, along with an “Application for Retirement Benefits” prior to date of retirement.

10.6.2 Retirement Options

10.6.2.1 Each Unit Member may choose one of the following District-paid options for retirement medical benefits. The Unit Member must submit this decision on the "Application for Retirement Benefits" prior to date of retirement. The effective date of either option will be the first day of the month following the date of retirement.

**Option A**

District-paid medical, dental, and vision coverage, for retirees shall become effective on the first of the month following the month of retirement, but not before the first month after the Unit Member’s 55th birthday, and shall continue until the end of the month in which the Unit Member reaches age 67, provided said Unit Member has at least 10 consecutive years of full-time service to the District prior to retirement. For each additional 10 consecutive years of full-time service to the District the Unit Member will receive one (1) more year of District-paid medical, dental, and vision coverage, up to a maximum of two (2).

Years of Benefits

Consecutive Service: Paid to Age:

10 67

20 68

30 69

Unit Members shall be allowed to pay their own, their spouse’s, and their dependent children’s membership fees and continue on the District’s medical, dental, and vision coverage after reaching 67, 68, or 69 years of age, whichever applies.

**Option B**

The District shall provide an annual amount for the life of the retiree depending on the length of service to the District from the following table. This amount shall become effective and payable on the first of the month following the month of retirement, but not before the first month after the Unit Member’s 55th birthday.

Years of Full-Time Annual

Consecutive Service: Amount:

 30 $2,500

25 $2,250

20 $1,875

15 $1,250

10 $1,000

A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for these benefits.