

**District's Comprehensive Proposal No. 4
November 13, 2023**

This proposal reflects the district's proposed modifications to the existing collective bargaining agreement. Where no proposal is provided, the intent is the current language of the specific article continue to the successor contract.

All proposed language from Comprehensive Proposal No. 2 is indicated in yellow.

All proposed new language in Comprehensive Proposal No. 3 is indicated in blue

New language in Comprehensive Proposal No. 4 is indicated in red.

Article 3- Association Rights

District agrees to Association's proposal dated June 7, 2023.

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 of 30 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 over~~ assignment of classes scheduled ~~during college hour on the same days/times~~.

5.4 ~~Librarians/College Nurses/Lab Supervisors~~ Faculty in Student Services and Student Support Services

5.4.1 For librarians, college nurses, **counselors**, 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. Upon request by a Unit Member, this percentage may be increased subject to approval by the Dean/Director provided such request meets the needs of the division/department. [For additional provisions for counselors see section 5.8].~~

5.5 Office Hours

5.5.1 ~~Classroom~~ Instructional Faculty

5.5.1.1 ~~Each classroom 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 whose primary assignment is in student services/student support services 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 Section 5.5.4.1.

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 Vice President of Academic Affairs, 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 association may meet to negotiate language reflecting any such recommendation(s). If agreed, the district suggests that this be agreed to in a memorandum of understanding.~~

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.

5.6.3.4 Eighteen (18) class hours of health-sciences clinical laboratory during which the Unit Member provides some lecture, demonstration, small group and/or individual instruction and for which on-site competency- based skills assessments are conducted, and for which the Unit Member has substantial preparation and/or outside assessment of student (written) work and/or other documentation (e.g. charting) 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.

5.6.8.4 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.

5.6.8.4. As part of the collaborative process of developing a student-centered schedule, at least six (6) weeks prior to the deadline to publish final class schedules, the Dean/Director shall provide Unit Members, a preliminary draft class schedule for review and input.

5.6.8. Class offerings will be determined according to this collaborative process before any assignment of classes to Unit Members.

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 scheduled 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. A Unit Member's overload assignment will not exceed 10 LHE in a semester without prior approval of the Vice President of Academic Affairs.

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 Unit Member's established schedule is identified for a potential change, including class cancellation, the appropriate Dean/Director 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/Director shall determine if the change in schedule should be implemented. If the decision is made to change a unit member's schedule, resulting from a cancellation of a previously assigned class, the Dean/Director and the affected unit member will develop an alternative assignment, such as, but not limited to, load balancing and/or assignment of short-term classes, taking into consideration the impact on the unit member's assignment.~~

~~In all cases where a Unit Member's assignment is identified for a potential change, the Dean/Director will meet with the Unit Member to discuss options that preserve a student-centered approach to course offerings and scheduling. Changes to an assignment will be made only by mutual agreement of the Unit Member and the dean.~~

- 5.6.9.8 ~~In cases where the Dean/Director determines a class must be cancelled, the affected Unit Member and the Dean/Director will develop an alternative assignment, such as, but not limited to, load balancing and/or assignment of short-term classes.~~

[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.~~

~~A Unit Member's intersession assignment will not exceed 12 LHE in a semester without prior approval of the Vice President of Academic Affairs.~~

5.6.10 ~~Assignment of Overload Classes/Hours Intersession~~

~~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:~~

A Unit Member's intersession assignment will not exceed 12 LHE in a semester without prior approval of the Vice President of Academic Affairs.

~~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.~~

5.6.10.5 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.

5.6.11 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.

5.8.2.2 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.

5.8.2.3 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.

5.8.2.4 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 for review and approval (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. Upon request by a Unit Member, this percentage may be increased subject to approval by the Dean or designee in specialty support programs where counselors are assigned provided such request meets the needs of the division/department.~~

5.8.2.4 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, which have been given ~~prior~~ approval by the appropriate vice president and Executive Director of Human Resources, and which are beyond the minimum qualifications, may also be counted toward advancement. Graduate or undergraduate units earned at foreign colleges or universities must be approved in advance by the appropriate vice president and Executive Director of Human Resources. Foreign transcripts must be translated and evaluated for equivalency by a bona fide U.S. evaluation service. ~~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 approval is not required for completion of undergraduate units for advancement on the salary schedule. The advancement schedule is based on semester units. Quarter units will be counted at a ratio of 1.5 to 1 (1.5 quarter units =1 semester unit).~~
- 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)~~ **six (6) 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%).

Effective July 1, 2024, the Full-Time Faculty Salary Schedule shall be modified as reflected in Appendix A to this proposal by modifying steps 1-4. The overload and intersession salary schedule shall also be modified as appropriate based on the calculation used at each Class and Step to develop those schedules.

Effective July 1, 2025, the Full-Time Faculty Salary Schedule shall be modified as reflected in Appendix A to this proposal. The overload and intersession salary schedule shall also be modified as appropriate based on the calculation used at each Class and Step to develop those schedules.

~~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~~ .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.

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 Classes

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, ~~For those unit members in disciplines recognized in the publication specified in section 8.1.2, minimum qualifications plus 40 undergraduate or graduate semester units, or minimum qualifications plus 40 graduate and/or approved undergraduate semester units.~~

8.3.3 Class 3

8.3.3.1 Master's degree including 60 graduate level semester units beyond bachelor's degree, ~~For those unit members in disciplines recognized in the publication specified in section 8.1.2, minimum qualifications plus 60 undergraduate or graduate semester units, or minimum qualifications plus 60 graduate and/or approved undergraduate semester units.~~

8.3.4 Class 4

8.3.4.1 Master's degree including 80 graduate level semester units beyond bachelor's degree, ~~For those unit members in disciplines recognized in the publication specified in section 8.1.2, minimum qualifications plus 80 undergraduate or graduate semester units, or minimum qualifications plus 80 graduate and/or approved undergraduate semester units.~~

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.~~ **administrative leadership rate.**

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-~~ **administrative leadership rate** 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.~~

ARTICLE 10 – UNIT MEMBER BENEFITS

No change to current contract language.

Article 19-Duration:

19.1 The term of this Agreement shall be from January 1, 2024 through June 30, 2026.

19.2 Upon ratification, in compliance with Title 5 of the California Code of Regulations concerning the inclusion of diversity, equity, inclusion and accessibility standards for the evaluation of District employees, the District will convene a workgroup composed of representatives from the full-time faculty, the adjunct faculty, classified staff, administration, and supervisors/confidential employees. This task force will conclude its work and make its recommendations by the end of the Spring 2024 semester. The District and the Association will review the recommendations and agreed upon terms will be included in a memorandum of understanding.

19.3 Upon ratification of this Agreement, the District will re-convene the District Benefits Committee which may make recommendations. The District and the Association will review the recommendations and agreed upon terms will be included in a memorandum of understanding.

19.5 The District and the Association agree to establish a workgroup consisting of unit members appointed by the Association and Unit Members appointed by the Academic Senate and Vice President of Academic Affairs, for the purpose of reviewing the assignment of non-credit classes. This workgroup will conclude its work and make its recommendations by the end of the Spring 2025 semester. The District and the Association will review the recommendations and agreed upon terms will be included in a memorandum of understanding.

Article 20- Evaluations

District agrees to association's proposal dated June 7, 2023 with the following memorandum of understanding:

~~In compliance with Title 5 of the California Code of Regulations concerning the inclusion of diversity, equity, inclusion and accessibility standards for the evaluation of faculty and staff, the district will convene a workgroup composed of representatives from the full-time faculty, the adjunct faculty, staff, managers, and supervisors/confidential employees, to develop DEIA+ competencies which will be used for purposes of evaluation. Once these competencies are determined, the respective employee groups and the district will meet to modify the respective evaluation procedures to include the manner in which the DEIA+ competencies will be evaluated.~~

Appendix A:

Effective July 1, 2024

	LIFE Credential OR Minimum Qualifications as defined by Education Code Section 87355 and 87356	Master's Degree Including 40 Graduate Semester Units Beyond Bachelor's Degree	Master's Degree Including 60 Graduate Semester Units Beyond Bachelor's Degree	Master's Degree Including 80 Graduate Semester Units Beyond Bachelor's Degree	Doctorate
STEP	CLASS 1	CLASS 2	CLASS 3	CLASS 4	CLASS 5
1-4	\$77,304	\$81,520	\$85,734	\$89,945	\$94,892
5	\$81,122	\$85,337	\$89,549	\$93,767	\$98,714
6	\$84,944	\$89,158	\$93,372	\$97,583	\$102,530
7	\$88,765	\$92,975	\$97,189	\$101,407	\$106,354
8	\$92,582	\$96,794	\$101,007	\$105,221	\$110,168
9	\$96,396	\$100,613	\$104,826	\$109,040	\$113,987
10	\$100,213	\$104,428	\$108,644	\$112,859	\$117,806
11	\$104,038	\$108,250	\$112,461	\$116,680	\$121,627
12	\$107,857	\$112,069	\$116,279	\$120,498	\$125,445
13	\$111,682	\$115,889	\$120,099	\$124,314	\$129,261
14		\$119,707	\$123,920	\$128,135	\$133,082
17			\$127,739	\$131,954	\$136,901
20			\$131,561	\$135,770	\$140,717
23				\$139,590	\$144,537
26				\$143,409	\$148,356
29				\$151,045	\$155,992
30				\$154,866	\$159,813

Effective July 1, 2025

	LIFE Credential OR Minimum Qualifications as defined by Education Code Section 87355 and 87356	Master's Degree Including 40 Graduate Semester Units Beyond Bachelor's Degree	Master's Degree Including 60 Graduate Semester Units Beyond Bachelor's Degree	Master's Degree Including 80 Graduate Semester Units Beyond Bachelor's Degree	Doctorate
STEP	CLASS 1	CLASS 2	CLASS 3	CLASS 4	CLASS 5
1-4	\$78,850	\$83,150	\$87,449	\$91,744	\$96,790
5	\$82,744	\$87,044	\$91,340	\$95,642	\$100,688
6	\$86,643	\$90,941	\$95,239	\$99,535	\$104,581
7	\$90,540	\$94,835	\$99,133	\$103,435	\$108,481
8	\$94,434	\$98,730	\$103,027	\$107,325	\$112,371
9	\$98,324	\$102,625	\$106,923	\$111,221	\$116,267
10	\$102,217	\$106,517	\$110,817	\$115,116	\$120,162
11	\$106,119	\$110,415	\$114,710	\$119,014	\$124,060
12	\$110,014	\$114,310	\$118,605	\$122,908	\$127,954
13	\$113,916	\$118,207	\$122,501	\$126,800	\$131,846
14	\$117,818	\$122,101	\$126,398	\$130,698	\$135,744
15		\$126,003	\$130,300	\$134,600	\$139,646
17			\$134,202	\$138,502	\$143,548
19			\$138,104	\$142,404	\$147,450
21				\$146,306	\$151,352
23				\$150,208	\$155,254
25				\$154,110	\$159,156
27				\$158,012	\$163,058
29				\$161,914	\$166,960
30				\$165,816	\$170,862

showing steps 1-4 condensed at placed at step four amounts.

showing original step 29 removed and replaced with amounts from original step 32.

showing original steps 32 and 35 removed and replaced with a new step 30 using amounts that were originally on step 35.

