PROPOSAL FROM THE
PASADENA CITY COLLEGE CALIFORNIA FEDERATION OF TEACHERS, LOCAL 6525
TO THE PASADENA AREA COMMUNITY COLLEGE DISTRICT

September 3, 2026

The collective bargaining proposal presented herein by the Pasadena City College California Federation of Teachers, Local 6525 to the Pasadena Area Community College District is expressly made pursuant to the Educational Employment Relations Act and the Collective Bargaining Contract between the two parties.

The following articles shall be deemed to remain unchanged in the Collective Bargaining Agreement except as set forth below:

ARTICLE 3
PCC-CFT RIGHTS

Article 3

3.1 Mail. PCC-CFT shall have the reasonable use of the District internal mail system to distribute materials which emanate from the PCC-CFT office for communication to its unit members, provided that such materials include the name of PCC-CFT and date. PCC- CFT is responsible for the content of materials sent in the District internal mail system and agrees to comply with California and other applicable laws regarding such materials.

3.2 Bulletin Board. PCC-CFT shall have the right to put notices of activities and matters of PCC-CFT concern on a bulletin board designated by the District. All such notices shall include the name of PCC-CFT and date. PCC-CFT shall be responsible for the content of all its information posted on bulletin boards.

3.3 Meetings with Members. Authorized PCC-CFT representatives conducting PCC-CFT business may meet with unit members on District property only during times when the unit members are not required to perform assigned duties. Casual, incidental and brief

conversations between employees during times when they are required to perform duties are not prohibited by this provision. PCC-CFT members shall be released at prearranged dates and times to attend an information/ratification vote meeting once a year or at such time as any part of PCC-CFT contract is subject to ratification.

3.4 Information. The District agrees to provide information to PCC-CFT upon written request which is necessary and relevant to negotiations, grievance processing and/or PCC-CFT business related to enforcement of this Agreement pursuant to this provision. PCC-CFT shall make all such requests in writing to the Superintendent-President or their designee indicating the specific information needed and the reasons for such request. The Superintendent-President or their designee will provide the information in a timely fashion or will respond with reasons why the information will not be provided (e.g., burdensome, confidential records, legal privilege, and non-availability). Prior to each meeting of the PACCD Board of Trustees, PCC-CFT shall be provided with a copy of the complete Board packet. PCC-CFT shall be given a copy of any documents provided to the Board at open Board Meetings

3.5 Use of Facilities. PCC-CFT shall have the reasonable use of District facilities at reasonable times for the purpose of meeting concerning negotiations, grievance processing, and/or PCC-CFT business related to activities pursuant to its responsibilities under the EERA.

3.6 Use of Equipment. PCC-CFT shall have the reasonable use of District equipment for the purpose of enforcement of this Agreement provided advance permission is granted by the Superintendent-President and that all costs of materials are promptly paid by PCC-CFT. Brief and incidental use of District equipment shall be at no cost

provided that there is no disruption of District operations and all such brief and incidental use is reported immediately to the cost center manager.

3.7 Negotiating Release Time. Negotiation meetings between the parties shall take place at mutually convenient times and places. The District shall grant release time without loss of compensation to no more than three (3) official negotiators of PCC-CFT for meeting and negotiating with official District negotiators. The term "meeting and negotiating" does not include preparation time, but official negotiators of PCC-CFT shall be afforded adequate time before and after negotiation meetings between the parties to travel to and from their work locations, if necessary, and meet briefly with other official negotiators of PCC-CFT immediately before and after such negotiation meetings. The amount of time which shall be adequate is two (2) hours. A reasonable number of observers who are members of PCC- CFT Executive Board may attend negotiations, provided they do so on their own time and that they do not disrupt the negotiations process.

3.8 Grievance Processing Release Time. The District shall grant release time without loss of compensation to official representatives of PCC-CFT for the purpose of processing grievances filed pursuant to the Agreement. Such release time shall be granted only upon twenty-four (24) hours prior notice from PCC-CFT to the Superintendent-President or their designee with a later follow-up in writing. No more than two (2) bargaining unit members shall receive release time under this provision for processing and/or researching a grievance. No more than two (2) bargaining unit member, in addition to the grievant, shall receive such release time under this provision to attend any meeting related to a grievance. Consolidated grievances related to the same or similar subject matter shall be treated as a single grievance for the purpose of allocation of release time. The District and PCC-CFT recognize that grievance meetings are scheduled at mutually convenient times

3.9 Contract Administration Release Time. The District shall grant twenty (20) hours of release time per week for the PCC-CFT President, Vice President, Secretary, and Treasurer, and fifteen (15) hours of release time per week to the other PCC-CFT officers without loss of compensation. This release time shall be non-cumulative. The purpose of this release time is for PCC-CFT members to administer this Agreement or to conduct other PCC-CFT business as necessary. This release time does not include time for representing employees in collective bargaining, grievance conferences, disciplinary hearings or meetings, nor participation in any voluntary dispute resolution process to which the District and PCC-CFT may agree. Release time under this provision of the Agreement will be subject to the following conditions:

A. Release time becomes effective following approval of the Agreement by the Board of Trustees.

B. PCC-CFT will provide the District on or before the beginning of each fiscal year or when a change of PCC-CFT officers occurs, the name of the bargaining unit member(s) to be released.

C. The employee(s) and their supervisor(s) will meet to arrange a mutually beneficial time for the release time to be scheduled.

D. The District and the PCC-CFT Executive Board shall inform the area supervisor(s) of the union representatives that they are officers of the Union.

3.10 Training Release Time. The District shall grant forty (40) hours paid release time annually to the PCC-CFT President, sixty (60) hours paid release time cumulative annually to all other bargaining unit officers, and twenty (20) hours paid release time annually which can be distributed by PCC-CFT among its officers, for the purpose of its officers and

representatives to attend collective bargaining conferences, workshops, seminars, training sessions, or other activities relating to collective bargaining matters ("Event") providing that no such leave shall be granted for the purpose of attending any meeting at which any job action is contemplated, planned, or considered.

A. Such release time shall be scheduled upon written advance notice of no less than 10 calendar days except in the case of undue hardship on the unit member's department. If notice is given of less than ten calendar days, the release time is subject to the immediate supervisor's approval which shall not be unreasonably denied.

B. No more than three (3) bargaining unit members shall receive release time under this provision at any one time for any Event, except that if a second bargaining unit member wishes to attend an Event at the same time another bargaining unit member wishes to attend an Event, the second employee shall only be granted release time if the absence does not cause the department undue hardship and upon approval of the immediate supervisor which shall not be unreasonably denied. For the summer union training conference, no more than four (4) bargaining unit members shall receive release time to attend, subject to the foregoing limitations. Once the release time granted under this provision is exhausted, a bargaining unit member shall be required to use vacation time to attend an Event or any portion of an event, subject to the immediate supervisor's approval.

3.11 Printing of Agreement. After the adoption of the Agreement, the District shall print and provide without charge a copy of this Agreement to members in the bargaining unit upon written request.

3.12 New Employee Orientation. "New employee orientation" refers to the process by which a newly hired public employee – whether in person, online, or through other means or media – is advised of their employment status, rights benefits, duties and responsibilities, or any other employment-related matters. The District shall provide PCC-CFT with access to its new employee orientations. PCC-CFT shall receive not less than (10) days' notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the District's operations that was not reasonably foreseeable. In the event the District conducts group orientations with the new employees, PCC-CFT shall have one (1) hour for its representative(s) to conduct the orientation session.

3.13 Bargaining Unit Information. The District shall provide PCC-CFT with contact information for unit members as a list of the following information, which each field in its own column, for all bargaining unit members within five (5) days of the last payroll date of September, January, and May as follows.

a. First Name;
b. Middle initial;
c. Last name;
d. Suffix (e.g., Jr., III);
e. Preferred name;
f. Job Title:
g. Department;
h. Primary worksite name;
i. Work telephone number;
j. Work Extension;
k. Home Street addresses (incl. apartment #);

l. Mailing address (if different);
m. City;
n. State;
o. Zip Code (5 or 9 digits);
p. Home telephone number (10 digits) (if available);
q. Personal cellular number (10 digits) (if available);
r. Personal email address of the employee (if available);
s. Hire date;
t. Work email address of the employee.

The District shall provide a list of the names and information described for all newly hired employees within the bargaining unit within (5) days of the last payroll of the month in which they were hired. “Newly hired employee” means any full-time or part-time bargaining unit employee hired by the District who is still employed as of the date of the new employee orientation. It also includes all employees who are employed by the District (including those returning from layoff rehire list, or previously employed by the District in a non-bargaining unit position) and whose current position has placed them in the bargaining unit represented by PCC-CFT. For those latter employees, for the purposes of this article only, the “date of hire” is the date upon which the employee’s employee status changed such that the employee was placed in the bargaining unit. In lieu of providing the information above in the form of a list, the District may meet this obligation by providing PCC-CFT access to a secure electronic site within which the above information is available. Names, addresses, and telephone numbers will be provided only in those cases where privacy has not been requested.