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PROPOSAL FROM THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
TO THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
MAY 5, 2025

12.0 The Salary Schedules for the Pasadena Area Community College District are contained in the Appendix

12.0.1 (The Salary Schedules) - Effective July 1, 2025, each cell of all Part-Time Faculty Salary will be increased by 6.0% plus 2% plus COLA. Effective July 1, 2025, each cell of all Full-Time Faculty Salary Schedules will be increased by 6% plus COLA.

12.0.2 Effective July 1, 2026, each cell of all Part-Time Faculty Salary increased by 6% plus 2% plus COLA. Effective July 1, 2026, each cell of all Full-Time Faculty Salary Schedules will be increased by 6% plus COLA.

12.0.2 Effective July 1, 2027, each cell of all Part-Time Faculty Salary will be increased by 4.0% plus COLA. Effective July 1, 2027, each cell of all Full-Time will be increased by 4% plus COLA.

12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

12.1.1 Initial placement on the academic credit contract schedule recognizes, on a year-for-year basis, up to a maximum of fourteen (14) years, full-time equivalent District-approved experience and part-time teaching up to the equivalent of three (3) years full-time during the preceding five (5) years. Full-time, on-campus classified service will be recognized to the extent that placement on the academic salary schedule will not result in a monthly salary reduction. The designation of the class on the schedule is determined as follows:

12.1.2 - **Class A** A California Community College Partial Fulfillment Credential

12.1.3 - **Class B** Minimum Qualifications

12.1.4 - **Class C**

I. MA + 18 or BA + 54

Eighteen (18) units beyond those required for the minimum qualifications, including an Associate of Arts Degree (or equivalent)

12.1.5 - Class D

I. MA + 36 or BA +72

Thirty-six (36) units beyond those required for the minimum qualifications, including a Bachelor's Degree

12.1.5 - Class E

I. MA + 54 or BA + 90

Fifty-four (54) units beyond those required for minimum qualifications, including a Master's Degree

59 12.1.7 **Doctoral Degree.** Attainment of the doctoral degree from an accredited
60 institution of higher education. The District shall be the final arbiter in assessing the
61 qualifications of doctorates.

62
63 12.1.8 The two categories within Classes C, D and E are as follows:
64

- 65 a. **Category I** Open to faculty in subject matter areas in
66 which a Bachelor's Degree or higher is offered;
67
68 b. **Category II** Open only to faculty in the following areas
69 in which no Bachelor's Degree is offered:
70

71 Administration of Justice
72 Advertising/Graphic Design
73 Automotive Technology
74 Building Construction
75 Business Information Technology
76 Computer Information Systems
77 Cosmetology and Barbering
78 Dental Assisting
79 Dental Hygiene
80 Dental Laboratory Technology
81 Drafting – Mechanical Drafting
82 Electrical Technology
83 Electronics Technology
84 Emergency Medical Technology
85 Environmental Technology
86 Fashion
87 Fire Technology
88 Food Services
89 Legal Assisting
90 Machine Shop Technology
91 Medical Assisting
92 Photographic Technology/
93 Commercial Photography
94 Printing Technology
95 Radiologic Technology
96 Sign Art
97 Telecommunications
98 Vocational Nursing
99 Welding
100

12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)

The noncredit contract schedule initial step placement will be no higher than the seventh (7th) step and is based on experience beyond that required for the credential.

12.3 ANNUAL CONTRACT SALARIES

12.3.1 The annual contract salaries shall be determined in the following manner:

12.3.2 Determine the employee's classification and step on the basic tenthsly payment salary schedule (Classes A through Doctor's Degree, Steps 1 through 33);

12.3.3 Multiply this product by the appropriate responsibility ratio;

12.3.4 Multiply this product by the number of months specified in the time assignment for the position to determine the annual salary.

12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES

12.4.1 Vertical advancement on the salary schedules occurs only if the service has been rendered for at least three-fourths of the academic year in the case of those on contract. Step or class changes occur July 1 following official certification of completion of the degree(s) or unit(s). Advancement for completion of a master's degree or a doctor's degree will be granted in the month following notification of the completion of the degree requirements.

12.4.2 Class and step changes are granted contingent on satisfactory performance as evidenced by a current satisfactory evaluation.

12.5 ADVANCEMENT ON THE HOURLY SCHEDULE

12.5.1 For the purposes of hourly compensation, regular and contract unit members who had been placed on an hourly schedule prior to employment as a regular or contract unit member will continue to be paid on the hourly schedule until such time as the overload rate on Schedule A is equal to or greater than the rate of the hourly schedule. Such members are not eligible to advance on the hourly schedule. Vertical advancement on the hourly schedules for eligible unit members occurs when a unit member has:

- 141
- 142 a. Advanced to a step on the Annual Contract Schedule
- 143 that is higher than the current placement on the
- 144 appropriate hourly schedule, or
- 145
- 146 b. For the Credit Hourly Schedule B taught at least 150
- 147 hours in the credit program since the initial placement
- 148 or the last step placement, or
- 149
- 150 c. For the Credit Hourly Schedule C (Summer), taught at
- 151 least 400 hours in the credit program since initial
- 152 placement or the last step placement, or
- 153
- 154 d. For Noncredit Hourly Schedule D taught at least 400
- 155 hours in the noncredit program since initial placement
- 156 or the last step placement.
- 157

158 12.5.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900

159 (noncredit-D) will carry over into the next step

160 accumulation.

161

162 12.6 APPLICATION FOR ADVANCEMENT

163

164 12.6.1 To qualify for a higher salary classification for the subsequent semester, an

165 academic employee must present the form "Application for Salary Change"

166 to the Office of Human Resources by the last day of the prior semester.

167

168 All work designated on the application form must be verified official

169 transcripts received in the Office of Human Resources. The decision for

170 disapproval of a step or class change is the responsibility of the Vice

171 President for Instruction.

172

173 12.6.2 Acceptable Study. Upper division or graduate units from an accredited

174 college or university are acceptable for advancement on the salary schedule

175 provided that the course is not a repeat and is related to the current

176 assignment or represents a reasonable objective for future local

177 employment.

178

179 12.6.2.1 District and Association agree that unit members will be moved to the

180 appropriate place on the doctoral column of the salary schedule when they

181 have attained a doctoral degree from an accredited institution of higher

182 education.

12.6.2.2 Community college courses are allowed if they are approved in advance by the Vice President for Instruction as part of a planned program of at least twelve (12) units, including upper division and/or graduate work. Miscellaneous community college courses, not in an approved plan, may be allowed if appropriate under Section 12.6.3.c. This course work must be directly related to a teaching assignment and not a repetition of previous work. Courses that are audited are not allowed.

12.6.3 **Equivalent Credit.** In lieu of formal academic units and after initial employment, it is possible to earn a maximum of eighteen (18) equivalent units. Not more than nine (9) may be used at any one time to change from one class to the next higher one. These eighteen (18) units may be earned in three major categories with no more than six (6) units in any one category.

- a. One year of successful non-teaching work experience (may be cumulative) related to the current assignment (2 months equals 1 unit); and
- b. Travel which is specifically related to improving the employee's service (2 weeks equals 1 unit); and
- c. Professional service (one unit for 9 weeks) supervising a cadet teacher; publication (one unit for an article of 500 words or more in a recognized professional magazine, six units for the publication of a book, 200 pages or more); major leadership in local, state, or national professional organizations (two units for president, one unit for other offices); public performance (limit of one unit per year for concerts or art exhibits); community college courses, noncredit adult classes, and approved in- service seminars, provided that the content is appropriate to the current or possible future assignments at the College. In computing courses fifteen (15) hours of class time equals one unit. Summer workshops and child study courses not taken for university credit may be used for credit in this category. Courses which are audited are not acceptable.

12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES

12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be made on or before the fifth work day after the close of the calendar months for which payment is due except as otherwise indicated below.

12.7.1.1 The District will extend to full-time faculty the option of receiving their annual contract salary paid over twelve (12) months.

12.7.1.2 Any request to change from a ten month to a twelve month salary schedule must be received in the Fiscal Services office by the last working day in May of any academic year.

12.7.1.3 In the event of separation of service from the District, if a unit member receives salary payment beyond the earned amount, as determined by the Education Code adjustment process, the unit member will make a reimbursement within thirty (30) days of notice and/or the unit member's final compensation will be appropriately adjusted.

12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence, whether because of unpaid leave or employment after the first work day of a month or separation from service before the last work day of a month shall be made on the basis of a per diem rate for all persons employed at a monthly salaried rate. Pursuant to Education Code Section 87815, the per diem rate shall be computed fractionally at one divided by the number of work days normal for the employee's contractual services.

12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire but are not guaranteed employment. Retirees who are offered employment will be compensated at the appropriate part-time salary schedule based on their step and column placement on Schedule A at the time of retirement.

12.8 OVERLOAD HOURLY SALARY SCHEDULE

12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the overload differential, can be found in Schedules B-1 and D.

12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly rate of any non-teaching academic employee will be added to the hourly rate of such employee, when hourly work is performed on any regular assigned monthly paid work day(s). For the purposes of this section, hourly

service in a week which exceeds normal full-time service will be entitled to the four percent (4%) differential, except that in no case will hourly teaching assignments be entitled to the four percent (4%) teaching differential during summer intersessions.

12.9 FACULTY SUPERVISING INTERNSHIP COURSES-Ancillary Pay

12.9.1 Faculty supervising for internship courses shall be compensated \$100.00 for each student who completes the course requirements, up to 20 students.

12.9.2 Faculty supervising internship courses shall receive the \$100.00 compensation-per- student based upon the completion of:

1. A minimum of four meetings with the student;
2. A minimum of one meeting with the employer or placement agency regarding student progress;
3. All student course work/requirements including, but not limited to:
 - a. Student Learning Objectives,
 - b. Final project, paper or journal,
 - c. Signed Faculty Advisor Record,
 - d. Signed time sheet from Employer (completing the required hours for the units earned),
 - e. Signed evaluation sheet completed by the employer
4. A final grade submission

12.9.3 Faculty supervising an internship course shall be limited to no more than 20 students enrolled in a designated internship course. Additional students may be added only with permission of the Division Dean and the appropriate Vice President or designee.

12.10 All ancillary work for all faculty shall be \$200.00 per hour