

1 PROPOSAL FROM THE
2 PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE
3 PASADENA CITY COLLEGE FACULTY ASSOCIATION
4 February 9, 2023
5

6 The collective bargaining proposal presented herein by the Pasadena Area Community College District to the
7 Pasadena City College Faculty Association and is expressly made pursuant to the Education Employment
8 Relations Act and the Collective Bargaining Contract between the parties.

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

11 **ARTICLE 16 (NEW)**
12 **ATHLETIC COACHES**
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15 **16.1 In addition to meeting the Required Minimum Qualifications for Faculty in California**
16 **Community Colleges or the PCC Equivalency Policy and Procedure, all coaches shall be**
17 **required to take and pass the California Community College Athletic Association (CCCAA)**
18 **Compliance Exam.**
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20 **16.2 All head and assistant coaches shall be paid *a stipend* on a monthly *basis pro-rated* to the length**
21 **of the assignment, as *provided for in Appendix ***.**
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23 **16.3 As part of their assignment, all coaches are expected to perform additional working hours,**
24 **which may include:**

- 25 • **Breaks (spring, summer and winter), weekends, and evenings;**
- 26 • **Actively participate in scouting and recruiting program of local and regional high**
27 **school student athletes; Assist current and prospective student athletes to the**
28 **appropriate resource to ensure their success (i.e., admissions office, financial aid**
29 **office, tutoring centers, athletic counselor);**
- 30 • **Engage in fundraising;**
- 31 • **Assist in monitoring that student-athletes get grade checks completed by professors**
32 **and turned in to the coaches in a timely manner;**
- 33 • **Assist in maintaining accurate records of any required physical exam documentation**
34 **and injury records for the student-athletes;**
- 35 • **Assist the Athletic Trainer in the monitoring player injuries and rehabilitation;**
- 36 • **Assist as needed with sport specific sports clinics, camps, tournaments, races and/or**
37 **charity games as agreed upon within the assignment at the beginning of the academic**
38 **year; Coach practices according to the length of the assignment, which may include the**
39 **CCCAA designated Non Traditional and/or Traditional Season(s) of Sport as provided for**
40 **in Appendix ** (referencing 16.2);**
- 41 • **Maintain and field a competitive team within regional standards;**
- 42 • **Attend and participate in meetings, staff and conference meetings, state coaches'**
43 **meetings, and coaching clinics;**
- 44 • **maintain membership and participate in meetings at the local and state coaches'**
45 **associations.**

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47 **16.4 Head and Assistant Coaches will be evaluated annually.**
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49 **16.4.1 The Head Coach and Assistant Coach shall develop and agree to performance**
50 **expectations for the assignment. Coaching evaluations are to be related specifically**
51 **to the coaching assignment as outlined in this Article and which could fall outside of**
52 **regular faculty evaluations and shall be based on those factors related to being a**
53 **coach. The list of representative duties identified in 16.3 and Appendix *** shall**
54 **represent the core areas to be evaluated.**
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56 **16.4.2 The evaluation shall include a written evaluation by the Athletic Director or designee**
57 **and a mutually agreed upon Coach Peer using the evaluation form (Appendix ***).**
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59 16.4.3 A summary will be completed and submitted by the Athletic Director and reviewed
60 with the coach ~~at~~ within six weeks of the end of the CCCAA Traditional season. A copy of the
61 evaluation shall be shared with the coach, Athletic Director, Vice President for
62 Instruction, and Human Resources.

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64 16.4.4 In addition, the evaluation may include a written self-evaluation submitted by the faculty
65 member being evaluated. (See Appendix ~~***~~.)

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67 16.4.5 A faculty member who disagrees with the evaluation may submit a written response,
68 which shall be made an attachment to the evaluation.

69 [NOTE: From Art. 10 – Division Chairs.]

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71 16.4.6 Coaches receiving a Needs Improvement rating ~~will~~ may be placed on an
72 improvement plan for the remainder of -their coaching assignments. The
73 improvement plan will be developed by the Athletic Director ~~and the coach~~. It will
74 identify ~~mutually agreed-upon~~ specific outcomes and assessments to meet the
75 expectations in which the coach will improve in the categories and/or the overall
76 evaluation that will be in the satisfactory status on the next evaluation.

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78 16.4.7 Coaches receiving an Unsatisfactory rating may not be offered a coaching
79 assignment the following season.

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81 16.6 Each team shall have one head coach and up to the maximum number of assistant coaches
82 indicated in Appendix ~~**~~. Additional assistant coaches may be requested from a head
83 coach, with a written justification to the athletic director who will need the approval of the
84 superintendent/president.

85 [From MOU 10/12/2021, as modified.]

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ATTACHMENT ___

Sport	Stipend Total	<u>Target Size</u>
Badminton (1 head coach and up to 1 asst. coach)		9
Head Coach	\$11,900.00	
Asst. Coach	\$6,000.00 <u>\$10,150.00</u>	
Baseball (1 head coach and up to 3 asst. coaches)		30 <u>18</u>
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	\$5,000.00 <u>\$10,150.00</u>	
<u>Asst. Coach C</u>	\$5,000.00 <u>\$10,150.00</u>	
Softball (1 head coach and up to 3 asst. coaches)		17 <u>18</u>
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	\$5,000.00 <u>\$10,150.00</u>	
<u>Asst. Coach C</u>	\$5,000.00 <u>\$10,150.00</u>	
<i>Note: Title IX requires softball and baseball staffs and salaries to be equitable despite the gap in roster size in softball.</i>		
Basketball, M (1 head coach and up to 2 asst. coaches)		15 <u>19</u>
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Basketball, W (1 head coach and up to 2 asst. coaches)		15 <u>19</u>
Head Coach	\$11,900.00	
Asst. Coach B, 1 Asst. Coach C	\$10,150.00	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Football (1 head coach and up to 10 asst. coaches)		90
Head Coach	N/A	
Asst. Coach A <u>(2) – COORDINATORS (Offensive and Defensive).</u>	\$12,150.00 <u>per coaching position</u>	

Asst. Coach B (2)	\$10,150.00	
Asst. Coach C	\$5,200.00 \$8,150.00	
Asst. Coach D —H	\$5,200.00 \$10,150.00	
Asst. Coach E	\$5,200.00	
Asst. Coach F	\$5,200.00	
Asst. Coach G	\$5,200.00	
Asst. Coach h	\$5,200.00	
Soccer, M (1 head coach and up to 2 asst. coaches)		25 22
Head Coach	\$11,900.00	
Asst. Coach	\$10,150.00	
Asst. Coach A		
Asst. Coach B	\$10,150.00	
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075	
Soccer, W (1 head coach and up to 2 asst. coaches)		25 22
Head Coach	\$11,900.00	
Asst. Coach B	\$10,150.00	
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075	
Volleyball, W (1 head coach and up to 2 asst. coaches)		15 12
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	\$ 6,000.00 \$10,150.00	
Swim & Dive, M/W (1 head coach and up to 2 1 asst. coaches)		23-M/16-W 18W & 18M
Head Coach	\$10,900.00 \$11,900.00	
Asst. Coach A	\$ 6,000.00 \$10,150.00	
Asst. Coach B	\$10,150.00	
Water Polo, W (1 head coach and up to 1 2 asst. coach)		18 14

Head Coach	\$ 7,500.00 \$11,900.00	
Asst. Coach <u>A</u>	\$ 5,075 \$10,150.00	
Asst. Coach B	\$10,150.00	
Cross Country, M,W (1 head coach and up to 12 asst. coach)		20 – M/14 – W 12 W & 12 M
Head Coach	\$ 7,500.00 \$11,900.00	
Asst. Coach <u>A</u>	\$ 5,075 \$10,150.00	
Asst. Coach B	\$10,150.00	
Trk/Fld, M/W (1 head coach and up to 34 asst. coaches)		40 – M/28-W 20 W & 25 M
Head Coach	\$10,000.00 \$11,900.00	
Asst. Coach <u>A-XC ASST.</u>	\$ 6,000.00 \$10,150.00	
Asst. Coach B	\$ 6,000.00 \$10,150.00	
Asst. Coach C	\$ 6,000.00 \$10,150.00	
Asst. Coach D	\$10,150.00	

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Coaches may petition the Superintendent/President for additional assistant coaches and increased budget if the number of athletes exceeds the target size.

Pasadena Area Community College District

Semester/Year

Appendix *******

**Coaching/Assistant Coach (AD, Head Coach)
Evaluation Worksheet Full Time and Part Time Faculty**

Employee _____ Division _____

Evaluator _____ Date _____

Effective and meaningful instructor-learner interaction is essential to learner motivation, intellectual commitment, and personal development.

	Satisfactory	Needs improvement	Unsatisfactory	Not Observed
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Administrator Responsibilities				
Cooperates with athletic office regarding paperwork (rosters & compliance lists) in timely manner				
Applies knowledge of and <i>abides by all relevant Board of Education policies, administrative, IHSA, CCCAA, and MVC guidelines.</i>				
Attends regularly scheduled Athletic Department meetings				
Maintains and updates team and individual records.				
Supervises and oversees practice area <u>and locker room</u> when athletes are present.				
Establishes and maintains good rapport with faculty, administration, and coaching staff.				
Student Interactions and Leadership				
Effectively works with student-athletes in a diverse environment				
Communicates effectively and appropriately with student-athletes				
<u>Serves as a positive role model for student-athletes</u>				
Maintains appropriate coach/student-athlete relationship and exhibits proper behavior toward student-athletes.				
Maintains decorum during student-athlete interaction.				
Participates in effective fundraising.				

Coaching Performance Indicators

Conducts oneself in a professional manner at all times.				
Teaches the fundamental philosophy, skills, and knowledge essential to the sport				
Develops a well-organized practice schedule with specific objectives for each practice				
Expectations and assessments are clear and appropriate for demonstrating student learning				
Uses personnel and strategies effectively in games				
Provides effective and constructive praise and criticism				
Provides equitable opportunities for members of the team to participate, depending upon their ability and effort, while maintaining a competitive team				
Team's performance, demonstrates proper fundamentals, and sportsmanship and competitive outcomes.				
Participates in relevant sport specific and or personal development professional development				

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Pasadena Area Community College District

Semester/Year

Coaching/Assistant Coach (AD, Head Coach) Evaluation Worksheet
Full Time and Part Time Faculty

Employee _____ Division _____

It is suggested that the evaluator consider both strengths and suggestions for improvements.

Evaluator's Signature _____ Date _____

Employee (signature): _____

Employee (print name): _____ Date _____

*I will submit an addendum to this report: _____ Date _____

*Addendum must be submitted within ten (10) working days after the committee chair has reviewed a copy of the report with the employee.

Pasadena Area Community College District
Appendix ***
Coach/Assistant Coach Expectations

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Faculty name: _____ Date _____

Designation:
_____ Part-Time _____ Probationary _____ Tenured

Supervising Manager:

Date assignment began: _____ Anticipated End Date: _____

_____ Title of Assignment: _____

_____ Total # of hours/term: _____ Weekly hours:

The Head Coach and Assistant Coach shall develop and agree to performance expectations for the assignment with the approval of the Athletic Director.

Purpose of Assignment:

Weekly/Monthly Schedule of Activities:

Specific Objectives/Deliverables and Timeline:

Expected Measurable Outcomes:

Coach/Assistant Coach Signature _____ Date _____

Supervisor Signature _____ Date _____

Pasadena Area Community College District
Appendix ***
Coach/Assistant Coach Self Evaluation

Employee _____ Date _____

Sport _____

1. Please reflect and comment on what you have done in terms of your professional responsibilities in your expectations.

2. Discuss your perception of your role as a coach. If you have been previously evaluated, has it changed/developed since your last evaluation?

3. What experiences and achievements have you had recently that have informed your role as a coach at PCC and demonstrated continued professional growth? This could include conference attendance, in-service education, continuing education, private study and/or travel, etc.

4. What are the professional development goals you expect to undertake during the next evaluation period?

5. After taking time to reflect, what more could you do to provide student-athletes with a successful experience?

6. What can the College do to support you?

7. Comment(s)/Other

Signed and entered into this _____ day of _____, 2023.

FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

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_____	_____