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**PROPOSAL FROM THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
February 9, 2023**

The collective bargaining proposal presented herein by the Pasadena Area Community College District to the Pasadena City College Faculty Association and is expressly made pursuant to the Education Employment Relations Act and the Collective Bargaining Contract between the parties. The following article shall be deemed to remain unchanged in the Collective Bargaining Agreement except as set forth below:

**ARTICLE 4
FRINGE BENEFITS**

4.1 BENEFIT PLANS

4.1.1 The District fringe benefits package for eligible unit members and, where applicable, their dependents, includes the following items under the District's current plans or such equivalent plans as it may designate:

- a. Medical Insurance - either PPO (Anthem Blue Cross) or HMO (Anthem Blue Cross/California Care, Kaiser).
- b. Dental care insurance —~~During the 2016-2017 open enrollment, members e~~**Eligible unit members** may select one (1) of the two dental plan options, which includes the following:

Option 1: ~~(current plan)~~—Delta Dental (PPO—~~no changes~~)
Option 2: ~~(Enhanced Plan)~~—MetLife (HMO – includes orthodontia & dental implants)

~~**Details on the plan benefits are available in the Benefits Enrollment Guide which is available on the District website at <https://pasadena.edu/hr/benefits/benefits-enrollment-forms.php>.**~~

- c. Vision care insurance
- d. Life **and Accidental Death and Dismemberment (AD&D)** insurance **group plan** (\$50,000) **or (\$25,000) if eligible unit member is age 70 and over-group plan.** (District paid);
- e. Income protection (long term disability) – employees receive 66.67% of their monthly earnings up to a maximum monthly benefit of \$3,000; the plan includes an elimination period of 140 calendar days with a maximum benefit period of 12 months. (District paid);
- f. **A choice of the following two eEmployee assistance programs (EAP):**
 - **Anthem EAP, which offers up to six (6) free counseling visits per person, per issue, per year, and is available to all District**

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- employees and their eligible dependents; or
• Lincoln Employee Connect EAP, which offers up to five (5) free counseling visits per person, per issue, per year, and is available to full-time benefit eligible employees up to three free consultations per year with a qualified District-provided psychologist. (District paid);

g. A plan by which unit members may establish tax-free Internal Revenue Code Section 125 accounts for the purpose of funding additional health care, child care, elder care, medical set-aside and other authorized services.

4.1.2 “Eligible” as used in section 4.1 shall mean those unit members who have an average assignment of seventy-five percent (75%) or greater during the annual period of contract service, those who qualify under Section 4.4~~6~~ (below), or as otherwise required by the Affordable Care Act (ACA).

4.1.3 In lieu of District coverage for an individual’s health insurance plan (for those with dual coverage) the District will provide an annual amount equal to one-half of the District annual payment for the lowest cost medical insurance for each full-time unit member electing this option providing that:

- a. This option may be selected only during the open enrollment period for health insurance or at the time of initial employment;
- b. Requests to change to health insurance coverage from the cash option may be made only during the open enrollment period;
- c. Cash benefits provided under this plan must comply with Internal Revenue Code Section 125.

4.1.3 Fringe Benefits Study Committee

The campus-wide joint study committee shall study and report to the parties its findings relative to fringe benefits programs, including, but not limited to, medical insurance plans and designs for full-time and part-time faculty.

4.1.4 Part-Time Faculty Health Insurance

4.1.4.1 Part-time employees who are members of the bargaining unit, who as of Monday of the third week of the semester have assignments greater than or equal to 40% of the minimum full-time teaching assignment shall be eligible to enroll in single coverage Kaiser medical insurance. Eligibility determination is done semester-by-semester for Fall and Spring terms only. Part-time employees who qualify in the Spring Semester shall be eligible for benefits in the subsequent summer session. Part-time employees who qualify in the Fall Semester shall be eligible for benefits in the subsequent winter session. Coverage will begin on the first day of the month following the beginning of the semester (fall or spring).

103 4.1.4.2 The District shall contribute an amount equal to 7580% of the single
104 party Kaiser Health Maintenance Organization (HMO) plan premium
105 with the employee contributing 2520% of the single party Kaiser HMO
106 plan premium. In lieu of the Kaiser plan, eligible employees may elect
107 a composite dental and/or vision plan up to the cost of the District's
108 medical contribution.

109
110 4.1.4.3 If a part-time faculty who elects the Kaiser HMO insurance, may
111 purchase at their own cost, Kaiser coverage for dependents,
112 composite dental insurance, and/or vision insurance.

113
114 4.1.4.4 All premiums paid by any faculty via payroll deductions for the
115 purpose of purchasing health insurance shall be pre-tax.

116
117 4.1.4.5 In the event that the assignment load drops below 40% of the
118 minimum full-time teaching assignment at any point in the term, or
119 the employee fails to make the required contribution in excess of their
120 payroll deduction, their coverage will end effective the first day of the
121 next month.

122
123 4.2 RETIREE BENEFITS (Full-Time Employees)

124
125 4.2.1 The District will provide paid health and dental plans, up to the amounts
126 specified in Section 4.1 above, for retirees age fifty-five (55) to sixty-five (65),
127 and their eligible dependents, who have received these plans and in their last
128 full year of employment when:

- 129
130 a. The current member is eligible to retire under the provisions of the
131 State Teachers Retirement System; and
132
133 b. The unit member has had at least fourteen (14) years of service with
134 the District. In order to continue to be eligible for this benefit the unit
135 member must not be employed in an organization in which the
136 employee is required to contribute a portion of his/her salary to a
137 retirement plan associated with STRS or PERS in the state of
138 California.

139
140 4.2.2 The coverage provided under 4.2.1 will continue through the month the
141 retiree reaches age sixty-five (65).
142

143 4.2.3 For retirees who satisfy conditions (a) and (b) of article 4.2.1 and who have
144 attained the age of sixty-five (65) shall apply for and enroll in Medicare
145 Parts A and B. Upon satisfying these conditions and submitting proof
146 annually of Medicare B enrollment (such as a copy of their Social
147 Security statement denoting the Medicare Part B premium deduction).
148 the District will pay the standard Medicare Part B premium rate not to
149 exceed \$1440-\$1,900 annually, intended to help cover the cost of Medicare
150 supplementary insurance. This amount will be based on the standard
151 Medicare Part B premium rate annualized for the benefit year in which it
152 is paid.
153

154 4.2.4 Those retirees who meet all the requirements of 4.2.1 except for the fourteen
155 (14) years of service with the District and those retirees who have reached
156 age sixty-five (65) may elect to retain group coverage under the health plans
157 by paying the monthly premiums to the District. This provision is subject to
158 the terms of the contract between the District and the plan carrier.
159

160 4.3 PERMANENT DISABILITY
161

162 During the term of this Agreement, the District will continue to provide the health and
163 dental benefits of Section 4.1 for those unit members between the ages of fifty-five
164 (55) and sixty-five (65) who have been employed by the District for at least fourteen
165 (14) years and who are granted a permanent disability allowance under STRS or
166 PERS.
167

168 4.4 OPTIONAL PRE-RETIREMENT PROGRAM
169

170 The District shall offer an optional pre-retirement reduced workload program to unit
171 members in accordance with rules and regulations adopted by the Board of Trustees
172 and the provisions of Education Code Sections 20815, 22713 and 87483.
173

174 4.5 COMPUTER LOAN PURCHASES
175

176 The District will provide to any regular monthly unit member an interest-free loan of
177 up to four thousand dollars (\$4,000) for the purchase of computer
178 equipment/software. The type of equipment and place of purchase is the choice of
179 the unit member. Upon presentation of an invoice, the District will provide a check,
180 payable to the vendor. Equal installments will be deducted from the unit member's
181 regularly monthly salary check, during a period of up to a maximum of two years, to
182 repay the loan.
183

184 **ARTICLE 12**
185 **THE SALARY SCHEDULES**
186

187 12.0 The Salary Schedules for the Pasadena Area Community College District are
188 contained in the Appendix.
189

190 12.0.1 Effective July 1, ~~2019~~**2022**, each cell of the Part-Time Credit Semester
191 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit Nonteaching
192 Faculty, and Part-Time Noncredit Faculty Salary Schedules shall be
193 increased by ~~3.5~~**6.0**%. **In addition, each part-time faculty member who**
194 **performs services during the 2022-2023 fiscal year shall receive an**
195 **additional off-schedule payment in an amount equal to 2% of the unit**
196 **member's earnings in that year.**
197

198 Effective July 1, ~~2019~~**2022**, each cell of the Contract Monthly Faculty,
199 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching
200 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract
201 Monthly Overload Faculty shall be increased by ~~3.0~~**5.5**%. **In addition, each**
202 **full-time faculty member shall receive an additional off-schedule**
203 **payment in an amount equal to 2% of the unit member's base salary.**
204

PCCFA

205 12.0.1 Effective July 1, ~~2019~~2022, each cell of the Part-Time Credit Semester
206 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit Nonteaching
207 Faculty, and Part-Time Noncredit Faculty Salary Schedules shall be
208 increased by ~~3.5-6.0-8.0%~~. **In addition, each part-time faculty member who**
209 **performs services during the 2022-2023 fiscal year shall receive an**
210 **additional off-schedule payment in an amount equal to 2.4% of the unit**
211 **member's earnings in that year.**

212
213 Effective July 1, ~~2019~~2022, each cell of the Contract Monthly Faculty,
214 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching
215 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract
216 Monthly Overload Faculty shall be increased by ~~3.0-5.5-8%~~. **In addition, each**
217 **full-time faculty member shall receive an additional off-schedule**
218 **payment in an amount equal to 2.4% of the unit member's base salary.**

219
220 12.0.2 For ~~2020-2021~~2023-2024, the parties agree that effective July 1, 2023~~0~~, each
221 cell of all Academic Salary Schedules will be increased by ~~2.5-3.0%~~ or the a
222 ~~percentage equal to the~~ state-funded COLA for ~~2022-2023-2024~~2020-2021
223 received by the District, ~~whichever is less~~greater.
224 **12.0.2c Beginning July 1, 2024, all adjunct salary schedules will be increased**
225 **by COLA or 2.5% whichever is greater plus 5% parity adjustment.**

226 **PCCFA**

227 12.0.2 For ~~2020-2021~~2023-2024, the parties agree that effective July 1, 2023~~0~~, each
228 cell of all Academic Salary Schedules will be increased by ~~2.5-3.0%~~ or the a
229 ~~percentage equal to the~~ state-funded COLA for ~~2022-2023-2024~~2020-2021
230 received by the District, ~~whichever is less~~greater.

231 **PCCFA**

232 **12.0.2c Beginning July 1, 2024, all adjunct salary schedules will be increased**
233 **by COLA or 2.5% 3% whichever is greater plus 5% parity adjustment.**
234 **[Increased from 2.5%]**

235
236 12.0.3 For ~~2021-2022~~2024-2025, the parties agree **to reopen Articles 4 and 12**
237 **that effective July 1, 2024~~1~~, each cell of all Academic Salary Schedules**
238 **will be increased by 2.5% or the a percentage equal to the state-funded**
239 **COLA for 2024-2025**2020-2021 received by the District, ~~whichever is~~
240 ~~greater.~~
241 **12.0.2d Beginning July 1, 2025, all adjunct salary schedules will be increased**
242 **by COLA or 2.5% whichever is greater plus 5% parity adjustment.**

243 **PCCFA**

244 12.0.3 For ~~2021-2022~~2024-2025, the parties agree **to reopen Articles 4 and 12**
245 **that effective July 1, 2024~~1~~, each cell of all Academic Salary Schedules**
246 **will be increased by 2.5% or the a percentage equal to the state-funded**
247 **COLA for 2024-2025**2020-2021 received by the District, ~~whichever is~~
248 ~~greater.~~

249
250 **12.0.2d Beginning July 1, 2025, all adjunct salary schedules will be increased**
251 **by COLA or 2.5% whichever is greater plus 5% parity adjustment.**

252
253 12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

254
255 12.1.1 Initial placement on the academic credit contract schedule recognizes, on a

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

263
264 12.1.2 - Class A A California Community College Partial Fulfillment Credential

265
266 12.1.3 - Class B Minimum Qualifications

267
268 12.1.4 - Class C

- 269
270 I. MA + 18 or BA + 54
271 II. Eighteen (18) units beyond those required for the minimum
272 qualifications, including an Associate of Arts Degree (or equivalent)
273

274 12.1.5 - Class D

- 275
276 I. MA + 36 or BA +72
277 II. Thirty-six (36) units beyond those required for the minimum
278 qualifications, including a Bachelor's Degree
279

280 12.1.6 - Class E

- 281
282 I. MA + 54 or BA + 90
283 II. Fifty-four (54) units beyond those required for minimum qualifications,
284 including a Master's Degree
285

286 12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited
287 institution of higher education. The District shall be the final arbiter in
288 assessing the qualifications of doctorates.
289

290 12.1.8 The two categories within Classes C, D and E are as follows:

- 291
292 a. Category I Open to faculty in subject matter areas in which a
293 Bachelor's Degree or higher is offered;
294
295 b. Category II Open only to faculty in the following areas in which no
296 Bachelor's Degree is offered:

297
298 Administration of Justice
299 Advertising/Graphic Design
300 Automotive Technology
301 Building Construction
302 Business Information Technology
303 Computer Information Systems
304 Cosmetology and Barbering
305 Dental Assisting
306 Dental Hygiene

307 Dental Laboratory Technology
308 Drafting – Mechanical Drafting
309 Electrical Technology
310 Electronics Technology
311 Emergency Medical Technology
312 Environmental Technology Fashion
313 Fire Technology
314 Food Services
315 Legal Assisting
316 Machine Shop Technology
317 Medical Assisting
318 Photographic Technology/
319 Commercial Photography
320 Printing Technology
321 Radiologic Technology
322 Sign Art Telecommunications
323 Vocational Nursing
324 Welding
325

326 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)
327

328 The noncredit contract schedule initial step placement will be no higher than the
329 seventh (7th) step and is based on experience beyond that required for the
330 credential.
331

332 12.3 ANNUAL CONTRACT SALARIES
333

334 12.3.1 The annual contract salaries shall be determined in the following manner:
335

336 12.3.2 Determine the employee's classification and step on the basic tenthsly
337 payment salary schedule (Classes A through Doctor's Degree, Steps 1
338 through 33);
339

340 12.3.3 Multiply this product by the appropriate responsibility ratio;
341

342 12.3.4 Multiply this product by the number of months specified in the time
343 assignment for the position to determine the annual salary.
344

345 12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES
346

347 12.4.1 Vertical advancement on the salary schedules occurs only if the service has
348 been rendered for at least three-fourths of the academic year in the case of
349 those on contract. Step or class changes occur July 1 following official
350 certification of completion of the degree(s) or unit(s). Advancement for
351 completion of a master's degree or a doctor's degree will be granted in the
352 month following notification of the completion of the degree requirements.
353

354 12.4.2 Class and step changes are granted contingent on satisfactory performance
355 as evidenced by a current satisfactory evaluation.
356

357 12.5 ADVANCEMENT ON THE HOURLY SCHEDULE

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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:

- a. Advanced to a step on the Annual Contract Schedule that is higher than the current placement on the appropriate hourly schedule, or
- b. For the Credit Hourly Schedule B taught at least 150 hours in the credit program since the initial placement or the last step placement, or
- c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours in the credit program since initial placement or the last step placement, or
- d. For Noncredit Hourly Schedule D taught at least 400 hours in the noncredit program since initial placement or the last step placement.

12.5.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will carry over into the next step accumulation.

12.6 APPLICATION FOR ADVANCEMENT

12.6.1 To qualify for a higher salary classification **for the subsequent semester**, an academic employee must present the form "Application for Salary Change," **in duplicate**, to the Office of Human Resources **by the last day of the prior semester**.

All work designated on the application form must be verified **by grade slips or official** transcripts received in the Office of Human Resources. The decision for disapproval of a step or class change is the responsibility of the Vice President for Instruction.

12.6.2 Acceptable Study. Upper division or graduate units from an accredited college or university are acceptable for advancement on the salary schedule provided that the course is not a repeat and is related to the current assignment or represents a reasonable objective for future local employment.

12.6.2.1 District and Association agree that unit members will be moved to the appropriate place on the doctoral column of the salary schedule when they have attained a doctoral degree from an accredited institution of higher 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

409 program of at least twelve (12) units, including upper division and/or
410 graduate work. Miscellaneous community college courses, not in an
411 approved plan, may be allowed if appropriate under Section
412 12.6.3.c. This course work must be directly related to a teaching
413 assignment and not a repetition of previous work. Courses that are
414 audited are not allowed.

415
416 12.6.3 Equivalent Credit. In lieu of formal academic units and after initial
417 employment, it is possible to earn a maximum of eighteen (18) equivalent
418 units, ~~provided not~~ not more than nine (9) may be used at any one time to
419 change from one class to the next higher one. These eighteen (18) units may
420 be earned in three major categories with no more than six (6) units in any one
421 category.

- 422
- 423 a. One year of successful non-teaching work experience (may be
424 cumulative) related to the current assignment (2 months equals 1
425 unit); and
 - 426
 - 427 b. Travel which is specifically related to improving the employee's
428 service (2 weeks equals 1 unit); and
 - 429
 - 430 c. Professional service (one unit for 9 weeks) supervising a cadet
431 teacher; publication (one unit for an article of 500 words or more in a
432 recognized professional magazine, six units for the publication of a
433 book, 200 pages or more); major leadership in local, state, or national
434 professional organizations (two units for president, one unit for other
435 offices); public performance (limit of one unit per year for concerts or
436 art exhibits); community college courses, noncredit adult classes, and
437 approved in- service seminars, provided that the content is
438 appropriate to the current or possible future assignments at the
439 College. In computing courses fifteen (15) hours of class time equals
440 one unit. Summer workshops and child study courses not taken for
441 university credit may be used for credit in this category. Courses
442 which are audited are not acceptable.

443
444 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES

445
446 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be
447 made on or before the fifth work day after the close of the calendar months
448 for which payment is due except as otherwise indicated below.

449
450 12.7.1.1 The District will extend to full-time faculty the option of receiving their
451 annual contract salary paid over twelve (12) months.

452
453 12.7.1.2 Any request to change from a ten month to a twelve month salary
454 schedule must be received in the Fiscal Services office by the last
455 working day in May of any academic year.

456
457 12.7.1.3 In the event of separation of service from the District, if a unit
458 member receives salary payment beyond the earned amount, as
459 determined by the Education Code adjustment process, the unit

460 member will make a reimbursement within thirty (30) days of notice
461 and/or the unit member's final compensation will be appropriately
462 adjusted.
463

464 12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence,
465 whether because of unpaid leave or employment after the first work day of a
466 month or separation from service before the last work day of a month shall be
467 made on the basis of a per diem rate for all persons employed at a monthly
468 salaried rate. Pursuant to Education Code Section 87815, the per diem rate
469 shall be computed fractionally at one divided by the number of work days
470 normal for the employee's contractual services.
471

472 12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire
473 but are not guaranteed employment. Retirees who are offered employment
474 will be compensated at the appropriate part-time salary schedule based on
475 their step and column placement on Schedule A at the time of retirement.
476

477 12.8 OVERLOAD HOURLY SALARY SCHEDULE

478

479 12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the
480 overload differential, can be found in Schedules B-1 and D.
481

482 12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly
483 rate of any non-teaching academic employee will be added to the hourly rate
484 of such employee, when hourly work is performed on any regular assigned
485 monthly paid work day(s). For the purposes of this section, hourly service in a
486 week which exceeds normal full-time service will be entitled to the four
487 percent (4%) differential, except that in no case will hourly teaching
488 assignments be entitled to the four percent (4%) teaching differential during
489 summer intersessions.
490

491 12.9 Faculty Supervising Internship Courses

492

493 12.9.1 Faculty supervising for internship courses shall be compensated \$100.00 for
494 each student who completes the course requirements, up to 20 students.
495

496 12.9.2 Faculty supervising internship courses shall receive the \$100.00
497 compensation-per- student based upon the completion of:
498

- 499 1. A minimum of four meetings with the student;
500
- 501 2. A minimum of one meeting with the employer or placement agency
502 regarding student progress;
503
- 504 3. All student course work/requirements including, but not limited to:
505
 - 506 a. Student Learning Objectives,
 - 507 b. Final project, paper or journal,
 - 508 c. Signed Faculty Advisor Record,
 - 509 d. Signed time sheet from Employer (completing the required
510 hours for the units earned),

511 e. Signed evaluation sheet completed by the employer

512

513 4. A final grade submission

514

515 12.9.3 Faculty supervising an internship course shall be limited to no more than 20
516 students enrolled in a designated internship course. Additional students may
517 be added only with permission of the Division Dean and the appropriate Vice
518 President or designee.

519

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

522

523 FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

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