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**PROPOSAL FROM THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
March 20, 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 Part-time faculty who elect the Kaiser HMO insurance, may purchase
111 at their own cost, Kaiser coverage for dependents, composite dental
112 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.

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123 4.2 RETIREE BENEFITS (Full-Time Employees)

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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

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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**

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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
192 Nonteaching Faculty, and Part-Time Noncredit Faculty Salary Schedules
193 shall be increased by ~~3.5~~**6.5 6.0%**. **In addition, each part-time faculty**
194 **member who performs services during the 2022-2023 fiscal year shall**
195 **receive an additional off-schedule payment of \$3,000.00 in an amount**
196 **equal to 4 2.75% of the unit 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~~**6.5 6.0%**. **In addition,**
202 **each full-time faculty member shall receive an additional off-schedule**
203 **payment of \$3,000.00 in an amount equal to 2.75% of the unit**
204 **member's base salary.**

[This proposal equates to approximately 8% off-schedule and is significantly higher than what has previously been proposed by PCCFA.]

12.0.2 For ~~2020-2021~~**2023-2024**, the parties agree that effective July 1, ~~2023~~, each cell of all Academic Salary Schedules will be increased by ~~2.5%~~**3.0%-a percentage equal to the state-funded COLA for 2022-2023-2024**~~2020-2021 received by the District~~

~~12.0.2b Beginning July 1, 2023, all adjunct salary schedules will be increased by COLA plus 2% parity adjustment.~~

~~12.0.1c Effective July 1, 2023, the Part-Time Noncredit Faculty Salary Schedules will include 25 steps as does the Part-Time Credit Faculty Salary Schedule.~~

12.0.3**a** For ~~2021-2022~~**2024-2025**, the parties agree that effective July 1, ~~2024~~**2021**, each cell of all Academic Salary Schedules will be increased by ~~2.0%~~**a percentage equal to the state-funded COLA for 2024-2025**~~2020-2021 received by the District.~~

~~12.0.2b Beginning July 1, 2024, all adjunct salary schedules will be increased by COLA plus 5 2% parity adjustment.~~

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

- 256 12.1.6 - Class E
257
258 I. MA + 54 or BA + 90
259 II. Fifty-four (54) units beyond those required for minimum qualifications,
260 including a Master's Degree
261

262 12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited
263 institution of higher education. The District shall be the final arbiter in
264 assessing the qualifications of doctorates.
265

266 12.1.8 The two categories within Classes C, D and E are as follows:
267

- 268 a. Category I Open to faculty in subject matter areas in which a
269 Bachelor's Degree or higher is offered;
270
271 b. Category II Open only to faculty in the following areas in which no
272 Bachelor's Degree is offered:
273

274 Administration of Justice
275 Advertising/Graphic Design
276 Automotive Technology
277 Building Construction
278 Business Information Technology
279 Computer Information Systems
280 Cosmetology and Barbering
281 Dental Assisting
282 Dental Hygiene
283 Dental Laboratory Technology
284 Drafting – Mechanical Drafting
285 Electrical Technology
286 Electronics Technology
287 Emergency Medical Technology
288 Environmental Technology Fashion
289 Fire Technology
290 Food Services
291 Legal Assisting
292 Machine Shop Technology
293 Medical Assisting
294 Photographic Technology/
295 Commercial Photography
296 Printing Technology
297 Radiologic Technology
298 Sign Art Telecommunications
299 Vocational Nursing
300 Welding
301

302 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D) 303

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

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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:

- 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

358 carry over into the next step accumulation.

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360 12.6 APPLICATION FOR ADVANCEMENT

361

362 12.6.1 To qualify for a higher salary classification **for the subsequent semester**, an
363 academic employee must present the form "Application for Salary Change,"
364 **in duplicate**, to the Office of Human Resources **by the last day of the prior**
365 **semester**.

366

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

371

372 12.6.2 Acceptable Study. Upper division or graduate units from an accredited
373 college or university are acceptable for advancement on the salary schedule
374 provided that the course is not a repeat and is related to the current
375 assignment or represents a reasonable objective for future local
376 employment.

377

378 12.6.2.1 District and Association agree that unit members will be moved to
379 the appropriate place on the doctoral column of the salary schedule
380 when they have attained a doctoral degree from an accredited
381 institution of higher education.

382

383 12.6.2.2 Community college courses are allowed if they are approved in
384 advance by the Vice President for Instruction as part of a planned
385 program of at least twelve (12) units, including upper division and/or
386 graduate work. Miscellaneous community college courses, not in an
387 approved plan, may be allowed if appropriate under Section
388 12.6.3.c. This course work must be directly related to a teaching
389 assignment and not a repetition of previous work. Courses that are
390 audited are not allowed.

391

392 12.6.3 Equivalent Credit. In lieu of formal academic units and after initial
393 employment, it is possible to earn a maximum of eighteen (18) equivalent
394 units. ~~provided n~~ Not more than nine (9) may be used at any one time to
395 change from one class to the next higher one. These eighteen (18) units may
396 be earned in three major categories with no more than six (6) units in any one
397 category.

398

399 a. One year of successful non-teaching work experience (may be
400 cumulative) related to the current assignment (2 months equals 1
401 unit); and

402

403 b. Travel which is specifically related to improving the employee's
404 service (2 weeks equals 1 unit); and

405

406 c. Professional service (one unit for 9 weeks) supervising a cadet
407 teacher; publication (one unit for an article of 500 words or more in a
408 recognized professional magazine, six units for the publication of a

409 book, 200 pages or more); major leadership in local, state, or national
410 professional organizations (two units for president, one unit for other
411 offices); public performance (limit of one unit per year for concerts or
412 art exhibits); community college courses, noncredit adult classes, and
413 approved in- service seminars, provided that the content is
414 appropriate to the current or possible future assignments at the
415 College. In computing courses fifteen (15) hours of class time equals
416 one unit. Summer workshops and child study courses not taken for
417 university credit may be used for credit in this category. Courses
418 which are audited are not acceptable.

419
420 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES
421

422 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be
423 made on or before the fifth work day after the close of the calendar months
424 for which payment is due except as otherwise indicated below.
425

426 12.7.1.1 The District will extend to full-time faculty the option of receiving their
427 annual contract salary paid over twelve (12) months.
428

429 12.7.1.2 Any request to change from a ten month to a twelve month salary
430 schedule must be received in the Fiscal Services office by the last
431 working day in May of any academic year.
432

433 12.7.1.3 In the event of separation of service from the District, if a unit
434 member receives salary payment beyond the earned amount, as
435 determined by the Education Code adjustment process, the unit
436 member will make a reimbursement within thirty (30) days of notice
437 and/or the unit member's final compensation will be appropriately
438 adjusted.
439

440 12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence,
441 whether because of unpaid leave or employment after the first work day of a
442 month or separation from service before the last work day of a month shall be
443 made on the basis of a per diem rate for all persons employed at a monthly
444 salaried rate. Pursuant to Education Code Section 87815, the per diem rate
445 shall be computed fractionally at one divided by the number of work days
446 normal for the employee's contractual services.
447

448 12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire
449 but are not guaranteed employment. Retirees who are offered employment
450 will be compensated at the appropriate part-time salary schedule based on
451 their step and column placement on Schedule A at the time of retirement.
452

453 12.8 OVERLOAD HOURLY SALARY SCHEDULE
454

455 12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the
456 overload differential, can be found in Schedules B-1 and D.
457

458 12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly
459 rate of any non-teaching academic employee will be added to the hourly rate

460 of such employee, when hourly work is performed on any regular assigned
461 monthly paid work day(s). For the purposes of this section, hourly service in a
462 week which exceeds normal full-time service will be entitled to the four
463 percent (4%) differential, except that in no case will hourly teaching
464 assignments be entitled to the four percent (4%) teaching differential during
465 summer intersessions.

466
467 12.9 Faculty Supervising Internship Courses

468
469 12.9.1 Faculty supervising for internship courses shall be compensated \$100.00 for
470 each student who completes the course requirements, up to 20 students.

471
472 12.9.2 Faculty supervising internship courses shall receive the \$100.00
473 compensation-per- student based upon the completion of:

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

485
486 12.9.3 Faculty supervising an internship course shall be limited to no more than 20
487 students enrolled in a designated internship course. Additional students may
488 be added only with permission of the Division Dean and the appropriate Vice
489 President or designee.

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

492
493 FOR THE COLLEGE DISTRICT

494 FOR THE ASSOCIATION

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