

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55

**PROPOSAL FROM THE  
PASADENA CITY COLLEGE FACULTY ASSOCIATION TO THE  
PASADENA COMMUNITY COLLEGE DISTRICT  
November 4, 2022**

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 16 (NEW)  
ATHLETIC COACHES**

**16.1 In addition to meeting the Required Minimum Qualifications for Faculty in California Community Colleges ~~and as stated in or as stated in the PCC Equivalency Policy and Procedure~~, all coaches shall be required to take and pass the California Community College Athletic Association (CCCAA) Compliance Exam.**

**16.2 All head and assistant coaches shall be paid a stipend on a monthly basis pro-rated to for the length of the assignment, as provided for in Appendix – determined by the Athletic Director and Head Coach. The Head Coach and Assistant Coach shall develop and agree to performance expectations for the assignment.**

**16.3 As part of their assignment, all coaches are expected to perform additional working hours, which may include:**

- Breaks (spring, summer and winter), weekends, and evenings;**
- Actively participate in scouting and recruiting program of local and regional high school student athletes; Assist current and prospective student athletes to the appropriate resource to ensure their success (i.e., admissions office, financial aid office, tutoring centers, athletic counselor);**
- Assist in monitoring that student-athletes get grade checks completed by professors and turned in to the coaches in a timely manner;**
- Assist in maintaining accurate records of any required physical exam documentation and injury records for the student-athletes;**
- Assist the Athletic Trainer in the monitoring player injuries and rehabilitation;**
- Assist with sports clinics, camps, tournaments, races and/or charity games; Coach practices according to the length of the assignment, which may include the CCCAA designated Non Traditional and/or Traditional Season(s) of Sport as provided for in Appendix – (referencing 16.2);**
- Attend and participate in meetings, staff and conference meetings, state coaches' meetings, and coaching clinics; maintain membership and participate in meetings at the local and state coaches' associations.**

**16.4 Head and Assistant Coaches will be evaluated annually.**

**16.4.1 Coaching evaluations are to be related specifically to the coaching assignment as outlined in this Article and which could fall outside of regular faculty evaluations and shall be based on those factors related to being a coach. The list of representative duties identified in 16.3 and Appendix C shall represent the core areas to be evaluated.**

**16.4.2 The evaluation shall include a written evaluation by the Athletic Director and a mutually agreed upon Coach Peer using the evaluation form (Appendix B).**

56  
57 **16.4.3 A summary will be completed and submitted by the Athletic Director and**  
58 **reviewed with the coach at the end of the CCCAA Traditional season. prior to the**  
**end of 14<sup>th</sup> week of the Spring semester**  
59 ***a 30-academic-calendar days period of time which begins with the CCCAA***  
60 ***determined final day of competition.* A copy of the evaluation shall be shared**  
61 **with the coach, Athletic Director, Vice President for Instruction, and Human**  
62 **Resources.**

63  
64 **16.4.4 In addition, the evaluation ~~may~~ shall include a written self-evaluation ~~if~~**  
65 **submitted by the faculty member being evaluated. ( See Appendix D.)**  
66 **~~[NOTE: If a self-evaluation were required, when would it be due? If it~~**  
67 **~~wasn't submitted or not submitted on time, would it result in an automatic~~**  
68 **~~unsatisfactory evaluation?]~~**

69  
70 **16.4.5 A faculty member who disagrees with the evaluation may submit a written**  
71 **response, which shall be made an attachment to the evaluation.**  
72 **[NOTE: From Art. 10 – Division Chairs.]**

73  
74 **16.4.6 Coaches receiving a ~~less than satisfactory~~ Needs Improvement rating**  
**will be placed on an**  
75 **improvement plan. with the expectation that the coach will be in**  
76 **satisfactory status for the remainder of their coaching assignments to**  
77 **retain the coaching assignment *in a probationary period of one season.***  
78 **~~An~~The improvement plan will be developed by the Coach and the Athletic**  
79 **Director ~~that and~~ identifies specific outcomes and assessments to meet the**  
80 **joint expectations in which the coach will improve in the categories**  
81 **and/or the overall evaluation. The coach will be expected to receive a**  
**Satisfactory rating on their next evaluation. that will be in the**  
**satisfactory status for a**  
82 **the remaining period of the *length of the coaching assignment, as provided***  
83 **for in Appendix \_\_\_\_\_. (referencing 16.2). *After receiving the satisfactory status***  
84 ***the coach will be removed from the probationary period. Coaches who***  
85 ***received a less than satisfactory evaluation for two consecutive seasons and***  
86 ***do not fulfill the agreed upon improvement plan can be denied a coaching***  
87 ***assignment.***

88  
89 **16.4.7 Coaches receiving an Unsatisfactory rating ~~will~~ may not be**  
**offered a coaching assignment the following season.**

90  
91  
92 **16.65 Each team shall have one head coach and up to the maximum number of**  
93 **assistant coaches indicated in Appendix A. Additional assistant coaches may**  
94 **be requested from a head coach, with a written justification to the athletic**  
95 **director who will need the approval of the superintendent/president.**

96 **[From MOU 10/12/2021, as modified.]**  
97  
98  
99

**APPENDIX A**

<b>Sport</b>	<b>Stipend Total</b>
<b>Badminton (1 head coach and up to 1 asst. coach)</b>	
Head Coach	\$11,900.00
Asst. Coach	\$10,150.00
<b>Baseball (1 head coach and up to 3 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C	\$10,150.00
<b>Softball (1 head coach and up to 3 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C	\$10,150.00
<i>Note: Title IX requires softball and baseball staffs and salaries to be equitable despite the gap in roster size in softball.</i>	
<b>Basketball, M (1 head coach and up to 2 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
<b>Basketball, W (1 head coach and up to 2 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
<b>Football (1 head coach and up to 10 asst. coaches)</b>	
Head Coach	N/A
Asst. Coach A- COORD.	\$12,150.00
Asst. Coach B- COORD.	\$12,150.00
Asst. Coach C	\$10,150.00
Asst. Coach D	\$10,150.00

Asst. Coach E	\$10,150.00
Asst. Coach F	\$10,150.00
Asst. Coach G	\$10,150.00
Asst. Coach H	\$10,150.00
Asst. Coach I	\$10,150.00
Asst. Coach J	\$10,150.00
<b>Soccer, M (1 head coach and up to 3 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075
<b>Soccer, W (1 head coach and up to 3 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075
<b>Volleyball, W (1 head coach and up to 2 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
<b>Swim &amp; Dive, M/W (1 head coach and up to 3 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C (Share M/W Diving Coach)	\$10,150.00
<b>Water Polo, W (1 head coach and up to 2 asst. coach)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
<b>Cross Country, M,W (1 head coach and up to 2 asst. coach)</b>	
Head Coach	\$11,900.00

Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
<b>Trk/Fld, M/W (1 head coach and up to 4 asst. coaches)</b>	
Head Coach	\$11,900.00
Asst. Coach A	\$10,150.00
Asst. Coach B	\$10,150.00
Asst. Coach C	\$10,150.00
Asst. Coach D	\$10,150.00

Signed and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

FOR THE COLLEGE DISTRICT                      FOR THE ASSOCIATION

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

100  
101  
102

**ATTACHMENT**  
**APPENDIX A**

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

Asst. Coach A-COORD.	\$12,150.00	
Asst. Coach B	\$10,150.00	
Asst. Coach C	<del>\$8,150.00</del> \$10,150.00	
Asst. Coach D-II	<del>\$5,136.00</del> \$10,150.00	
Soccer, M (1 head coach and up to 2 asst. coaches)		25
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	\$10,150.00	
Soccer, W (1 head coach and up to 2 asst. coaches)		25
Head Coach	\$11,900.00	
Asst. Coach	\$10,150.00	
Asst. Coach B	\$10,150.00	
Volleyball, W (1 head coach and up to 2 asst. coaches)		15
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	<del>\$ 6,000.00</del> \$10,150.00	
Swim & Dive, M/W (1 head coach and up to 23 asst. coaches)		23-M/16-W 18W & 18M
Head Coach	<del>\$10,900.00</del> \$11,900.00	
Asst. Coach A	<del>\$ 6,000.00</del> \$10,150.00	
Asst. Coach B	\$10,150.00	
Water Polo, W (1 head coach and up to 12 asst. coach)		18-16
Head Coach	<del>\$ 7,500.00</del> \$11,900.00	
Asst. Coach A	<del>\$ 5,075.00</del> \$10,150.00	
Asst. Coach B	<del>\$10,150.00</del>	
Cross Country, M,W (1 head coach and up to 12 asst. coach)		20-M/14-W 10-W & 12-M
Head Coach	<del>\$ 7,500.00</del> \$11,900.00	
Asst. Coach A	<del>\$ 5,075.00</del> \$10,150.00	
Asst. Coach B	\$10,150.00	
Trk/Fld, M/W (1 head coach and up to 3-4 asst. coaches)		40-M/28-W 20-W & 25-M

Head Coach	<del>\$10,000.00</del> <del>\$11,900.00</del>	
Asst. Coach <del>A XC ASST.</del>	<del>\$ 6,000.00</del> <del>\$10,150.00</del>	
Asst. Coach B	<del>\$6,000.00</del> <del>\$10,150.00</del>	
<del>Asst. Coach C</del>	<del>\$10,150.00</del>	
<del>Asst. Coach D</del>	<del>\$10,150.00</del>	

103  
104  
105

Signed and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

106  
107  
108  
109  
110  
111  
112  
113  
114  
115

FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**APPENDIX**

**Pasadena Area Community College District**

Semester/Year \_\_\_\_\_

**Dean Evaluation Worksheet for  
Coaching/Assistant Coach Full and Part Time  
Faculty  
(Included in evaluation packet to HR)**

Employee \_\_\_\_\_ Division \_\_\_\_\_

Evaluator \_\_\_\_\_ Date \_\_\_\_\_

**Performance Indicators:**

	Satisfactory	Needs Improvement in Specific Area(s)	Unsatisfactory	Not Observed
Keeps current in discipline				
Demonstrates cooperation and sensitivity in working with colleagues and staff				
Accepts constructive criticism				
Maintains timely, adequate and appropriate records				
Observes health and safety regulations				
Attends required meetings				
Maintains office hours and is accessible to students				
Convenes class/appointments regularly and on time				
Treats students, faculty and staff with dignity and respect				
Participates in continued self-initiated professional development activities				
Contributes academically to the discipline/department/district				
Participates in special assignments, committees, projects, research and development areas as needed in the discipline/department/district				

Shares in faculty responsibilities and college governance				
Participates in SLO assessments and applies results for improvement when appropriate				

**Pasadena Area Community College District**  
**Dean Worksheet for Coaching/Assistant Coach**  
**Full and Part Time Faculty**

Employee \_\_\_\_\_ Division \_\_\_\_\_

**Summary Comments:**

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

\*The Dean's Summary Comments are included in the Summary Evaluation Report.

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Employee Signature \_\_\_\_\_ 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.

**Appendix B**  
**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 in Specific Area(s)	Unsatisfactory	Not Observed
<b>Administrator Responsibilities</b>				
Cooperates with athletic office regarding paperwork (rosters & compliance lists) in timely manner				
Abides by all relevant Board of Education policies, administrative, IHSA, and MVC guidelines.				
Applies knowledge of District policies and procedures.				
Attends all relevant regularly scheduled Athletic Department meetings				
Maintains and updates team and individual records.				
Supervises practice area and locker room when athletes are present.				
Establishes and maintains good rapport with faculty, administration, and coaching staff.				
Cooperates with Athletic Department Support Staff				
<b>Student Interactions and Leadership</b>				
Demonstrates enthusiasm for working Works with student-athletes in a diverse environment				
Communicates effectively with student-athletes				
Serves as a positive role model for student-athletes				
Maintains appropriate coach/student-athlete relationship and exhibits proper behavior toward student-athletes.				
Maintains decorum during student-athlete interaction.				

**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 opportunities for <b>all</b> members of the team to participate, depending upon their ability and effort, while maintaining a competitive team				
Team's performance <b>reflects enthusiasm, motivation, demonstrates</b> proper fundamentals, and sportsmanship				
<b>Teaching and coaching reflects current trends in the field</b> <b>Participates in professional development</b>				

**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 C**

**Coach/Assistant Coach Stipend Time Expectations**

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 appropriate manager will meet with the faculty member to develop and mutually agree to a list of performance expectancies relevant to this assignment and complete this form prior to the end of the second week of the fall semester.

The Head Coach and Assistant Coach shall develop and agree to performance expectations for the assignment.

Purpose of Assignment:

Weekly/Monthly Schedule of Activities:

Specific Objectives/Deliverables and Timeline:

Expected Measurable Outcomes:

Faculty member's Coach/Assistant Coach Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager of reassigned time's Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager of regular assignment's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Pasadena Area Community College District**

**Appendix D**

**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