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**PROPOSAL FROM THE
THE PASADENA CITY COLLEGE FACULTY ASSOCIATION
TO THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
March 27, 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 e**Employee assistance programs **(EAP):**
 - **Anthem EAP, which offers up to six (6) free counseling visits**

52 per person, per issue, per year, and is available to all District
53 employees and their eligible dependents; or

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

59
60 g. A plan by which unit members may establish tax-free Internal
61 Revenue Code Section 125 accounts for the purpose of funding
62 additional health care, child care, elder care, medical set-aside and
63 other authorized services.

64
65 4.1.2 “Eligible” as used in section 4.1 shall mean those unit members who have an
66 average assignment of seventy-five percent (75%) or greater during the
67 annual period of contract service, those who qualify under Section 4.4~~6~~
68 (below), or as otherwise required by the Affordable Care Act (ACA).
69

70 4.1.3 In lieu of District coverage for an individual’s health insurance plan (for those
71 with dual coverage) the District will provide an annual amount equal to one-
72 half of the District annual payment for the lowest cost medical insurance for
73 each full-time unit member electing this option providing that:

- 74 a. This option may be selected only during the open enrollment period
75 for health insurance or at the time of initial employment;
- 76 b. Requests to change to health insurance coverage from the cash
77 option may be made only during the open enrollment period;
- 78 c. Cash benefits provided under this plan must comply with Internal
79 Revenue Code Section 125.
80

81
82
83
84 4.1.3 Fringe Benefits Study Committee

85
86 The campus-wide joint study committee shall study and report to the parties
87 its findings relative to fringe benefits programs, including, but not limited to,
88 medical insurance plans and designs for full-time and part-time faculty.
89

90 4.1.4 Part-Time Faculty Health Insurance

91
92 4.1.4.1 Part-time employees who are members of the bargaining unit, who as
93 of Monday of the third week of the semester have assignments
94 greater than or equal to 40% of the minimum full-time teaching
95 assignment shall be eligible to enroll in single coverage Kaiser
96 medical insurance. Eligibility determination is done semester-by-
97 semester for Fall and Spring terms only. Part-time employees who
98 qualify in the Spring Semester shall be eligible for benefits in the
99 subsequent summer session. Part-time employees who qualify in the
100 Fall Semester shall be eligible for benefits in the subsequent winter
101 session. Coverage will begin on the first day of the month following
102 the beginning of the semester (fall or spring).

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

110
111 **4.1.4.3 Part-time faculty who elect the Kaiser HMO insurance, may purchase**
112 **at their own cost, Kaiser coverage for dependents, composite dental**
113 **insurance, and/or vision insurance.**

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

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

123
124 **4.1.4.6 The parties agree to reopen Article 4.1.4 if changes to the State**
125 **funding or structure of part-time benefits results in a decreased level**
126 **of reimbursement to the District.**

127
128 4.2 RETIREE BENEFITS (Full-Time Employees)

129
130 4.2.1 The District will provide paid health and dental plans, up to the amounts
131 specified in Section 4.1 above, for retirees age fifty-five (55) to sixty-five (65),
132 and their eligible dependents, who have received these plans and in their last
133 full year of employment when:

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

144
145 4.2.2 The coverage provided under 4.2.1 will continue through the month the
146 retiree reaches age sixty-five (65).

147
148 4.2.3 For retirees who satisfy conditions (a) and (b) of article 4.2.1 and who have
149 attained the age of sixty-five (65) **shall apply for and enroll in Medicare**
150 **Parts A and B. Upon satisfying these conditions and submitting proof**
151 **annually of Medicare B enrollment (such as a copy of their Social**
152 **Security statement denoting the Medicare Part B premium deduction).**
153 the District will pay **the standard Medicare Part B premium rate not to**

154 exceed \$1440-\$1,900 annually, intended to help cover the cost of Medicare
155 supplementary insurance. This amount will be based on the standard
156 Medicare Part B premium rate annualized for the benefit year in which it
157 is paid.
158

159 4.2.4 Those retirees who meet all the requirements of 4.2.1 except for the fourteen
160 (14) years of service with the District and those retirees who have reached
161 age sixty-five (65) may elect to retain group coverage under the health plans
162 by paying the monthly premiums to the District. This provision is subject to
163 the terms of the contract between the District and the plan carrier.
164

165 4.3 PERMANENT DISABILITY

166
167 During the term of this Agreement, the District will continue to provide the health and
168 dental benefits of Section 4.1 for those unit members between the ages of fifty-five
169 (55) and sixty-five (65) who have been employed by the District for at least fourteen
170 (14) years and who are granted a permanent disability allowance under STRS or
171 PERS.
172

173 4.4 OPTIONAL PRE-RETIREMENT PROGRAM

174
175 The District shall offer an optional pre-retirement reduced workload program to unit
176 members in accordance with rules and regulations adopted by the Board of Trustees
177 and the provisions of Education Code Sections 20815, 22713 and 87483.
178

179 4.5 COMPUTER LOAN PURCHASES

180
181 The District will provide to any regular monthly unit member an interest-free loan of
182 up to four thousand dollars (\$4,000) for the purchase of computer
183 equipment/software. The type of equipment and place of purchase is the choice of
184 the unit member. Upon presentation of an invoice, the District will provide a check,
185 payable to the vendor. Equal installments will be deducted from the unit member's
186 regularly monthly salary check, during a period of up to a maximum of two years, to
187 repay the loan.
188

189 **ARTICLE 12**

190 **THE SALARY SCHEDULES**

191
192 12.0 The Salary Schedules for the Pasadena Area Community College District are
193 contained in the Appendix.
194

195 12.0.1 Effective July 1, ~~2019~~2022, each cell of the Part-Time Credit Semester
196 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit
197 Nonteaching Faculty, and Part-Time Noncredit Faculty Salary Schedules
198 shall be increased by ~~3.56-5.6.0%~~. In addition, each part-time faculty
199 member who performs services during the ~~Fall 2022 or Spring- 2023~~
200 fiscal year semesters shall receive an additional one-time off-schedule
201 payment of ~~\$3,000.00~~ \$750.00 for each semester worked 5% of the unit
202 members earnings in that year.
203

204 Effective July 1, ~~2019~~2022, each cell of the Contract Monthly Faculty,

205 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching
206 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract
207 Monthly Overload Faculty shall be increased by ~~3.0~~~~6.5~~ **6.0%**. **In addition,**
208 **each full-time faculty member shall receive an additional [redacted] off-**
209 **schedule payment of [redacted]**
210 **[redacted]**

211
212 12.0.2 **a** For ~~2020-2021~~~~2023-2024~~ **;**

213
214 **a.** ~~The~~ **T**he parties agree that effective July 1, 2023~~0~~, each cell of all
215 Academic Salary Schedules will be increased by ~~2.5~~ **[redacted] %** ~~a~~
216 **percentage equal to the state-funded COLA for 2022-2023-**
217 **2024**~~2020-2021 received by the District~~
218 **[redacted]**

219
220 **12.0.2b Beginning July 1, 2023, all adjunct salary schedules will be increased**
221 **by COLA plus 2% parity adjustment.**

222
223 **b.** ~~12.01c~~ **Effective July 1, 2023, the Part-Time Noncredit Faculty Salary**
224 **Schedules will include 25 steps as does the Part-Time Credit Faculty**
225 **Salary Schedule. Part-time employees on Step 17 of the Noncredit**
226 **Faculty Salary Schedule who qualify for a step advancement for 2023-**
227 **2024 shall be placed at Step 18 effective July 1, 2023.**

228
229 12.0.3 **a** For ~~2021-2022~~~~2024-2025~~, the parties agree **[redacted]**
230 **[redacted]**
231 **[redacted]**
232 **[redacted]**

233
234 **12.0.2b Beginning July 1, 2024, all adjunct salary schedules will be increased by**
235 **COLA plus 5-2% parity adjustment.**

236
237 12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

238
239 12.1.1 Initial placement on the academic credit contract schedule recognizes, on a
240 year-for-year basis, up to a maximum of fourteen (14) years, full-time
241 equivalent District-approved experience and part-time teaching up to the
242 equivalent of three (3) years full-time during the preceding five (5) years. Full-
243 time, on-campus classified service will be recognized to the extent that
244 placement on the academic salary schedule will not result in a monthly salary
245 reduction. The designation of the class on the schedule is determined as
246 follows:

247
248 12.1.2 - Class A A California Community College Partial Fulfillment Credential

249
250 12.1.3 - Class B Minimum Qualifications

251
252 12.1.4 - Class C

- 253
254 I. MA + 18 or BA + 54
255 II. Eighteen (18) units beyond those required for the minimum

256 qualifications, including an Associate of Arts Degree (or equivalent)

257

258 12.1.5 - Class D

259

260 I. MA + 36 or BA +72

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

263

264 12.1.6 - Class E

265

266 I. MA + 54 or BA + 90

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

269

270 12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited
271 institution of higher education. The District shall be the final arbiter in
272 assessing the qualifications of doctorates.

273

274 12.1.8 The two categories within Classes C, D and E are as follows:

275

276 a. Category I Open to faculty in subject matter areas in which a
277 Bachelor's Degree or higher is offered;

278

279 b. Category II Open only to faculty in the following areas in which no
280 Bachelor's Degree is offered:

281

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

307 Vocational Nursing
308 Welding

309
310 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)
311

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

315
316 12.3 ANNUAL CONTRACT SALARIES
317

318 12.3.1 The annual contract salaries shall be determined in the following manner:
319

320 12.3.2 Determine the employee's classification and step on the basic tenthsly
321 payment salary schedule (Classes A through Doctor's Degree, Steps 1
322 through 33);
323

324 12.3.3 Multiply this product by the appropriate responsibility ratio;
325

326 12.3.4 Multiply this product by the number of months specified in the time
327 assignment for the position to determine the annual salary.
328

329 12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES
330

331 12.4.1 Vertical advancement on the salary schedules occurs only if the service has
332 been rendered for at least three-fourths of the academic year in the case of
333 those on contract. Step or class changes occur July 1 following official
334 certification of completion of the degree(s) or unit(s). Advancement for
335 completion of a master's degree or a doctor's degree will be granted in the
336 month following notification of the completion of the degree requirements.
337

338 12.4.2 Class and step changes are granted contingent on satisfactory performance
339 as evidenced by a current satisfactory evaluation.
340

341 12.5 ADVANCEMENT ON THE HOURLY SCHEDULE
342

343 12.5.1 For the purposes of hourly compensation, regular and contract unit members
344 who had been placed on an hourly schedule prior to employment as a regular
345 or contract unit member will continue to be paid on the hourly schedule until
346 such time as the overload rate on Schedule A is equal to or greater than the
347 rate of the hourly schedule. Such members are not eligible to advance on the
348 hourly schedule. Vertical advancement on the hourly schedules for eligible
349 unit members occurs when a unit member has:

350
351 a. Advanced to a step on the Annual Contract Schedule that is higher
352 than the current placement on the appropriate hourly schedule, or
353

354 b. For the Credit Hourly Schedule B taught at least 150 hours in the
355 credit program since the initial placement or the last step placement,
356 or
357

- 358 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours
359 in the credit program since initial placement or the last step
360 placement, or
361
362 d. For Noncredit Hourly Schedule D taught at least 400 hours in the
363 noncredit program since initial placement or the last step placement.
364

365 12.5.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will
366 carry over into the next step accumulation.
367

368 12.6 APPLICATION FOR ADVANCEMENT

369
370 12.6.1 To qualify for a higher salary classification **for the subsequent semester**, an
371 academic employee must present the form "Application for Salary Change,"
372 **in duplicate**, to the Office of Human Resources **by the last day of the prior**
373 **semester**.
374

375 All work designated on the application form must be verified **by grade slips**
376 **or official** transcripts received in the Office of Human Resources. The
377 decision for disapproval of a step or class change is the responsibility of the
378 Vice President for Instruction.
379

380 12.6.2 Acceptable Study. Upper division or graduate units from an accredited
381 college or university are acceptable for advancement on the salary schedule
382 provided that the course is not a repeat and is related to the current
383 assignment or represents a reasonable objective for future local
384 employment.
385

386 12.6.2.1 District and Association agree that unit members will be moved to
387 the appropriate place on the doctoral column of the salary schedule
388 when they have attained a doctoral degree from an accredited
389 institution of higher education.
390

391 12.6.2.2 Community college courses are allowed if they are approved in
392 advance by the Vice President for Instruction as part of a planned
393 program of at least twelve (12) units, including upper division and/or
394 graduate work. Miscellaneous community college courses, not in an
395 approved plan, may be allowed if appropriate under Section
396 12.6.3.c. This course work must be directly related to a teaching
397 assignment and not a repetition of previous work. Courses that are
398 audited are not allowed.
399

400 12.6.3 Equivalent Credit. In lieu of formal academic units and after initial
401 employment, it is possible to earn a maximum of eighteen (18) equivalent
402 units. ~~provided n~~Not more than nine (9) may be used at any one time to
403 change from one class to the next higher one. These eighteen (18) units may
404 be earned in three major categories with no more than six (6) units in any one
405 category.
406

- 407 a. One year of successful non-teaching work experience (may be
408 cumulative) related to the current assignment (2 months equals 1

- 409 unit); and
410
411 b. Travel which is specifically related to improving the employee's
412 service (2 weeks equals 1 unit); and
413
414 c. Professional service (one unit for 9 weeks) supervising a cadet
415 teacher; publication (one unit for an article of 500 words or more in a
416 recognized professional magazine, six units for the publication of a
417 book, 200 pages or more); major leadership in local, state, or national
418 professional organizations (two units for president, one unit for other
419 offices); public performance (limit of one unit per year for concerts or
420 art exhibits); community college courses, noncredit adult classes, and
421 approved in- service seminars, provided that the content is
422 appropriate to the current or possible future assignments at the
423 College. In computing courses fifteen (15) hours of class time equals
424 one unit. Summer workshops and child study courses not taken for
425 university credit may be used for credit in this category. Courses
426 which are audited are not acceptable.
427

428 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES 429

430 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be
431 made on or before the fifth work day after the close of the calendar months
432 for which payment is due except as otherwise indicated below.
433

434 12.7.1.1 The District will extend to full-time faculty the option of receiving their
435 annual contract salary paid over twelve (12) months.
436

437 12.7.1.2 Any request to change from a ten month to a twelve month salary
438 schedule must be received in the Fiscal Services office by the last
439 working day in May of any academic year.
440

441 12.7.1.3 In the event of separation of service from the District, if a unit
442 member receives salary payment beyond the earned amount, as
443 determined by the Education Code adjustment process, the unit
444 member will make a reimbursement within thirty (30) days of notice
445 and/or the unit member's final compensation will be appropriately
446 adjusted.
447

448 12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence,
449 whether because of unpaid leave or employment after the first work day of a
450 month or separation from service before the last work day of a month shall be
451 made on the basis of a per diem rate for all persons employed at a monthly
452 salaried rate. Pursuant to Education Code Section 87815, the per diem rate
453 shall be computed fractionally at one divided by the number of work days
454 normal for the employee's contractual services.
455

456 12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire
457 but are not guaranteed employment. Retirees who are offered employment
458 will be compensated at the appropriate part-time salary schedule based on
459 their step and column placement on Schedule A at the time of retirement.

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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

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.

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

FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

511	_____	_____
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513	_____	_____
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515	_____	_____
516		