

PROPOSAL FROM THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
November 17, 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 or 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.
[Moved below.]

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);**
- **Engage in effective fundraising;**
- **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);**
- **Maintain and field a competitive team within regional standards;**
- **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 The Head Coach and Assistant Coach shall develop and agree to performance expectations for the assignment. 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 G* shall represent the core areas to be evaluated.**

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

16.4.3 A summary will be completed and submitted by the Athletic Director and reviewed with the coach at the end of the CCCAA Traditional season prior to the end of 14th week of the Spring semester. A copy

the evaluation shall be shared with the coach, Athletic Director, Vice President for Instruction, and Human Resources.

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

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

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

16.4.6 Coaches receiving a Needs Improvement rating will be placed on an improvement plan ~~with the expectation that the coach will be in satisfactory status~~ for the remainder of their coaching assignments ~~to retain the coaching assignment~~. The improvement plan will be developed by the Athletic Director and identify specific outcomes and assessments to meet the expectations in which the coach will improve in the categories and/or the overall evaluation that will be in the satisfactory status for the remaining period of the coaching assignment, as provided for in Appendix **E*****. ~~The coach will be expected to receive a Satisfactory rating on their next evaluation.~~

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

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

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

ATTACHMENT **
APPENDIX A

Sport	Stipend Annual Allocation	Total Budget	<u>Target Size</u>
Badminton (1 head coach and up to 1 asst. coach)			<u>9</u>
Head Coach	\$11,900.00		
Asst. Coach	\$6,000.00 \$10,150.00		
Baseball (1 head coach and up to 3 asst. coaches)			<u>30</u>
Head Coach	\$11,900.00		
Asst. Coach A (Batting / Base Coach)	\$10,150.00		
Asst. Coach B (Pitching Coach)	\$10,150.00 \$5,000.00		
Asst. Coach C (Entry Level)	\$5,000.00 \$10,150.00		
Softball (1 head coach and up to 3 asst. coaches)			<u>17</u>
Head Coach	\$11,900.00		
Asst. Coach A (Batting / Base Coach)	\$10,150.00		
Asst. Coach B (Pitching Coach)	\$10,150.00 \$5,000.00		
Asst. Coach C (Entry Level)	\$5,000.00 \$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>			
Basketball, M (1 head coach and up to 2 asst. coaches)			<u>15</u>
Head Coach	\$11,900.00		
Asst. Coach A	\$10,150.00		
Asst. Coach B	\$10,150.00		
Basketball, W (1 head coach and up to 2 asst. coaches)			<u>15</u>
Head Coach	\$11,900.00		
Asst. Coach A	\$10,150.00		
Asst. Coach B	\$10,150.00		
Football (1 head coach and up to 10 asst. coaches)			<u>90</u>
Head Coach	N/A		
Asst. Coach A (2) – COORDINATORS (Offensive and Defensive).	\$12,150.00 per coaching position		
Asst. Coach B (2) – COORD. (Quarterback Coach and Special Teams)	\$10,150.00		

	\$12,150.00 per coaching position	
Asst. Coach C	\$5,200.00 \$10,150.00 \$8,150.00	
Asst. Coach D	\$5,200.00 \$10,150.00	
Asst. Coach E	\$5,200.00 \$10,150.00	
Asst. Coach F	\$5,200.00 \$10,150.00	
Asst. Coach G	\$5,200.00 \$10,150.00	
Asst. Coach H	\$5,200.00 \$10,150.00	
Asst. Coach I	\$10,150.00	
Asst. Coach J	\$10,150.00	
Soccer, M (1 head coach and up to <u>32</u> asst. coaches)		<u>25</u>
Head Coach	\$11,900.00	
Asst. Coach <u>A</u>	\$10,150.00	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075	
Soccer, W (1 head coach and up to <u>32</u> asst. coaches)		<u>25</u>
Head Coach	\$11,900.00	
Asst. Coach <u>A</u>	\$10,150.00	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Asst. Coach C: Goalkeepers (shared M & W)	\$5,075	
Volleyball, W (1 head coach and up to 2 asst. coaches)		<u>15</u>
Head Coach	\$11,900.00	
Asst. Coach A	\$10,150.00	
Asst. Coach B	\$10,150.00 \$6,000.00	
Swim & Dive, M/W (1 head coach and up to 23 1 asst. coaches)		<u>23-M/16-W</u>
Head Coach	\$10,900.00 \$11,900.00	
Asst. Coach A	\$6,000.00 \$10,150.00	

<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
<u>Asst. Coach C (Share M/W Diving Coach)</u>	<u>\$10,150.00</u>	
Water Polo, W (1 head coach and up to <u>12</u> asst. coach)		<u>18</u>
Head Coach	<u>\$7,500.00</u> <u>\$11,900.00</u>	
Asst. Coach <u>A</u>	<u>\$5,075.00</u> <u>\$10,150.00</u>	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Cross Country, M,W (1 head coach and up to <u>12</u> asst. coach)		<u>20 – M/14 - W</u>
Head Coach	<u>\$7,500.00</u> <u>\$11,900.00</u>	
Asst. Coach <u>A</u>	<u>\$5,075.00</u> <u>\$10,150.00</u>	
<u>Asst. Coach B</u>	<u>\$10,150.00</u>	
Trk/Fld, M/W (1 head coach and up to <u>34</u> asst. coaches)		<u>40 -M/28 - W</u>
Head Coach	<u>\$10,000.00</u> <u>\$11,900.00</u>	
Asst. Coach <u>A</u> XC ASST.	<u>\$6,000.00</u> <u>\$10,150.00</u>	
Asst. Coach B	<u>\$6,000.00</u> <u>\$10,150.00</u>	
<u>Asst. Coach C</u>	<u>\$6,000.00</u> <u>\$10,150.00</u>	
<u>Asst. Coach D</u>	<u>\$10,150.00</u>	

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

Pasadena Area Community College District

Semester/Year _____

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

Coaching Performance Indicators

Conducts <u>oneself</u> in a professional manner <u>at all times.</u>				
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 <u>equitable</u> opportunities for <u>all</u> members of the team to participate, depending upon their ability and effort, while maintaining a competitive team				
Team's performance <u>reflects enthusiasm, motivation, demonstrates</u> proper fundamentals, <u>and</u> sportsmanship <u>and competitive outcomes.</u>				
<u>Teaching and coaching reflects current trends in the field</u>				
<u>Participates in relevant professional development</u>				

Pasadena Area Community College District

Semester/Year

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

Employee _____ Division _____

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

Evaluator's Signature _____ Date _____

Employee (signature): _____

Employee (print name): _____ Date _____

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

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

Pasadena Area Community College District
Appendix ~~E~~***
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 Head Coach and Assistant Coach shall develop and agree to performance expectations for the assignment with the approval of the Athletic Director.

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.

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

Signed and entered into this _____ day of _____, 2022.

FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

101
102
103
104
