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**PROPOSAL FROM THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
TO THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
February 2, 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 4.46
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 ~~Heath Care for Part Time Employees~~Part-Time Faculty Health Insurance**

91
92 **4.1.4.1 Part-time employees who are members of the bargaining unit, who**
93 **have been employed two previous semesters within the last six**
94 **semesters, and as of Monday of the third week of the semester who**
95 **have teaching assignments of five hours or more per week for the**
96 **semester, or as of Monday of the fifth week of the semester are**
97 **assigned the equivalent of five hours or more per week of a non-**
98 **teaching assignment greater than or equal to 40% of the minimum**
99 **full-time teaching assignment shall be eligible to receiveenroll in**
100 **single coverage Kaiser medical insurance. Eligibility determination is**
101 **done semester-by-semester for Fall and Spring terms only. Part-time**
102 **employees who qualify in the Spring Semester shall be eligible for**

103 benefits in the subsequent summer session. Part-time employees
104 who qualify in the Fall Semester shall be eligible for benefits in the
105 subsequent winter session. Coverage will begin on the first day of
106 the month following the beginning of the semester (fall or spring).

107
108 4.1.4.2 The District shall contribute an amount equal to 70% 80% of the single
109 party Kaiser Health Maintenance Organization (HMO) pPlan premium
110 with the employee contributing 30% 20% of the single party Kaiser
111 HMO plan premium. In lieu of the Kaiser plan, eligible employees may
112 elect a composite dental or and vision plan. ~~Employees who lose non-~~
113 ~~District-provided coverage as a result of divorce or death of a spouse~~
114 ~~shall be allowed to change their election; otherwise changes to~~
115 ~~election of Kaiser or dental or vision plans are limited to the open~~
116 ~~enrollment period.~~

117
118 4.1.4.3 If a part-time faculty elects the Kaiser medical-HMO insurance,
119 he/shethey may purchase at his/hertheir cost, Kaiser coverage for
120 ~~dependents coverage for dependents, in the composite dental, and/or~~
121 ~~vision insurance plan. If a part-time faculty elects the composite~~
122 ~~dental or vision plan in lieu of the Kaiser plan, he/she may purchase~~
123 ~~at his/her cost, coverage for the plan not covered by the District's~~
124 ~~contribution.~~

125
126 4.1.4.4 All premiums paid by any faculty via payroll deductions for the
127 purpose of purchasing health insurance shall be pre-tax.

128
129 4.1.4.5 In the event that during the assignment load drops below 40% of the
130 minimum full-time teaching assignment at any point in the term, their
131 coverage will end effective the first day of the next month-college-year
132 ~~a covered employee's load drops below the number of hours stated~~
133 ~~above but is at least three hours per week during that semester, the~~
134 ~~employee's coverage shall continue through that college year, except~~
135 ~~in cases where the employee requests the reduction in load. Effective~~
136 ~~with the fall 2022 semester, once a part-time faculty member becomes~~
137 ~~eligible for health benefits as set forth above if the part-time faculty~~
138 ~~member falls below the required 5 hours (except when a reduction in~~
139 ~~hours is voluntarily requested by the faculty member) he/she shall~~
140 ~~retain eligibility for at least two semesters. This benefit does not apply~~
141 ~~to full time employees of the District who teach overload classes.~~

142 [Based off of PCCFA proposal submitted June 16, 2022.]

143
144 ~~The District and Association agree to reopen Article 4 within 14 days after~~
145 ~~guidance is received from the California Community College Chancellor's~~
146 ~~Office regarding part-time benefits.~~

147
148 4.2 RETIREE BENEFITS (Full-Time Employees)

149
150 4.2.1 The District will provide paid health and dental plans, up to the amounts
151 specified in Section 4.1 above, for retirees age fifty-five (55) to sixty-five (65),
152 and their eligible dependents, who have received these plans and in their last
153 full year of employment when:

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

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

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

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

4.3 PERMANENT DISABILITY

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

4.4 OPTIONAL PRE-RETIREMENT PROGRAM

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

4.5 COMPUTER LOAN PURCHASES

The District will provide to any regular monthly unit member an interest-free loan of up to four thousand dollars (\$4,000) for the purchase of computer equipment/software. The type of equipment and place of purchase is the choice of the unit member. Upon presentation of an invoice, the District will provide a check,

205 payable to the vendor. Equal installments will be deducted from the unit member's
206 regularly monthly salary check, during a period of up to a maximum of two years, to
207 repay the loan.

208
209 **ARTICLE 12**
210 **THE SALARY SCHEDULES**

211
212 12.0 The Salary Schedules for the Pasadena Area Community College District are
213 contained in the Appendix.

214
215 12.0.1 Effective July 1, ~~2019~~2022, each cell of the Part-Time Credit Semester
216 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit Nonteaching
217 Faculty, and Part-Time Noncredit Faculty Salary Schedules shall be
218 increased by ~~3.5~~8.0%. In addition, each full-time part-time faculty
219 member shall receive an additional off-schedule payment in an amount
220 equal to 24% of the unit member's base salary.

221
222 Effective July 1, ~~2019~~2022, each cell of the Contract Monthly Faculty,
223 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching
224 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract
225 Monthly Overload Faculty shall be increased by ~~3.0~~5.58%. In addition, each
226 full-time faculty member shall receive an additional off-schedule
227 payment in an amount equal to ~~2%~~4% of the unit member's base salary.

228
229 ~~12.0.1a Retroactive to July 1, 2022, all full-time faculty salary schedules will~~
230 ~~be increased by 9%. In addition, each full-time faculty member shall~~
231 ~~receive an additional off-schedule payment in an amount equal to 5%~~
232 ~~of the unit member's base salary.~~

233
234 ~~12.0.2b Retroactive to July 1, 2022, all adjunct salary schedules will be~~
235 ~~increased by 9% plus a 5% parity adjustment.~~

236
237 12.0.2 For ~~2020-2021~~2023-2024, the parties agree that effective July 1, 2023, each
238 cell of all Academic Salary Schedules will be increased by ~~2.5~~3.0% or the a
239 percentage equal to the state-funded COLA for ~~2022-2023-2024~~2020-2021
240 received by the District, whichever is lessgreater.

241 12.0.2c Beginning July 1, 2024, all adjunct salary schedules will be increased
242 by COLA or ~~2.5%~~ 3% whichever is greater plus 5% parity adjustment.

243
244 12.0.3 For ~~2021-2022~~2024-2025, the parties agree to reopen Articles 4 and 12
245 that effective July 1, 2024, 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 12.0.2d Beginning July 1, 2025, all adjunct salary schedules will be increased
250 by COLA or 2.5% whichever is greater plus 5% parity adjustment.

251
252 12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

253
254 12.1.1 Initial placement on the academic credit contract schedule recognizes, on a
255 year-for-year basis, up to a maximum of fourteen (14) years, full-time

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

262
263 12.1.2 - Class A A California Community College Partial Fulfillment Credential

264
265 12.1.3 - Class B Minimum Qualifications

266
267 12.1.4 - Class C

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

272
273 12.1.5 - Class D

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

278
279 12.1.6 - Class E

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

284
285 12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited
286 institution of higher education. The District shall be the final arbiter in
287 assessing the qualifications of doctorates.
288

289 12.1.8 The two categories within Classes C, D and E are as follows:

- 290
291 a. Category I Open to faculty in subject matter areas in which a
292 Bachelor's Degree or higher is offered;
293
294 b. Category II Open only to faculty in the following areas in which no
295 Bachelor's Degree is offered:

296
297 Administration of Justice
298 Advertising/Graphic Design
299 Automotive Technology
300 Building Construction
301 Business Information Technology
302 Computer Information Systems
303 Cosmetology and Barbering
304 Dental Assisting
305 Dental Hygiene
306 Dental Laboratory Technology

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

325 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)
326

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

331 12.3 ANNUAL CONTRACT SALARIES
332

333 12.3.1 The annual contract salaries shall be determined in the following manner:
334

335 12.3.2 Determine the employee's classification and step on the basic tenthsly
336 payment salary schedule (Classes A through Doctor's Degree, Steps 1
337 through 33);
338

339 12.3.3 Multiply this product by the appropriate responsibility ratio;
340

341 12.3.4 Multiply this product by the number of months specified in the time
342 assignment for the position to determine the annual salary.
343

344 12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES
345

346 12.4.1 Vertical advancement on the salary schedules occurs only if the service has
347 been rendered for at least three-fourths of the academic year in the case of
348 those on contract. Step or class changes occur July 1 following official
349 certification of completion of the degree(s) or unit(s). Advancement for
350 completion of a master's degree or a doctor's degree will be granted in the
351 month following notification of the completion of the degree requirements.
352

353 12.4.2 Class and step changes are granted contingent on satisfactory performance
354 as evidenced by a current satisfactory evaluation.
355

356 12.5 ADVANCEMENT ON THE HOURLY SCHEDULE
357

358 12.5.1 For the purposes of hourly compensation, regular and contract unit members
359 who had been placed on an hourly schedule prior to employment as a regular
360 or contract unit member will continue to be paid on the hourly schedule until
361 such time as the overload rate on Schedule A is equal to or greater than the
362 rate of the hourly schedule. Such members are not eligible to advance on the
363 hourly schedule. Vertical advancement on the hourly schedules for eligible
364 unit members occurs when a unit member has:

- 365
- 366 a. Advanced to a step on the Annual Contract Schedule that is higher
367 than the current placement on the appropriate hourly schedule, or
- 368
- 369 b. For the Credit Hourly Schedule B taught at least 150 hours in the
370 credit program since the initial placement or the last step placement,
371 or
- 372
- 373 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours
374 in the credit program since initial placement or the last step
375 placement, or
- 376
- 377 d. For Noncredit Hourly Schedule D taught at least 400 hours in the
378 noncredit program since initial placement or the last step placement.
- 379

380 12.5.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will
381 carry over into the next step accumulation.

382 12.6 APPLICATION FOR ADVANCEMENT

383

384 12.6.1 To qualify for a higher salary classification **for the subsequent semester**, an
385 academic employee must present the form "Application for Salary Change,"
386 **in duplicate**, to the Office of Human Resources **by the last day of the prior**
387 **semester**.

388

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

393

394

395 12.6.2 Acceptable Study. Upper division or graduate units from an accredited
396 college or university are acceptable for advancement on the salary schedule
397 provided that the course is not a repeat and is related to the current
398 assignment or represents a reasonable objective for future local
399 employment.

400

401 12.6.2.1 District and Association agree that unit members will be moved to
402 the appropriate place on the doctoral column of the salary schedule
403 when they have attained a doctoral degree from an accredited
404 institution of higher education.

405

406 12.6.2.2 Community college courses are allowed if they are approved in
407 advance by the Vice President for Instruction as part of a planned
408 program of at least twelve (12) units, including upper division and/or

409 graduate work. Miscellaneous community college courses, not in an
410 approved plan, may be allowed if appropriate under Section
411 12.6.3.c. This course work must be directly related to a teaching
412 assignment and not a repetition of previous work. Courses that are
413 audited are not allowed.
414

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

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

442 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES

443 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be
444 made on or before the fifth work day after the close of the calendar months
445 for which payment is due except as otherwise indicated below.
446

447 12.7.1.1 The District will extend to full-time faculty the option of receiving their
448 annual contract salary paid over twelve (12) months.
449

450 12.7.1.2 Any request to change from a ten month to a twelve month salary
451 schedule must be received in the Fiscal Services office by the last
452 working day in May of any academic year.
453

454 12.7.1.3 In the event of separation of service from the District, if a unit
455 member receives salary payment beyond the earned amount, as
456 determined by the Education Code adjustment process, the unit
457 member will make a reimbursement within thirty (30) days of notice
458
459

460 and/or the unit member's final compensation will be appropriately
461 adjusted.
462

463 12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence,
464 whether because of unpaid leave or employment after the first work day of a
465 month or separation from service before the last work day of a month shall be
466 made on the basis of a per diem rate for all persons employed at a monthly
467 salaried rate. Pursuant to Education Code Section 87815, the per diem rate
468 shall be computed fractionally at one divided by the number of work days
469 normal for the employee's contractual services.
470

471 12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire
472 but are not guaranteed employment. Retirees who are offered employment
473 will be compensated at the appropriate part-time salary schedule based on
474 their step and column placement on Schedule A at the time of retirement.
475

476 12.8 OVERLOAD HOURLY SALARY SCHEDULE

477

478 12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the
479 overload differential, can be found in Schedules B-1 and D.
480

481 12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly
482 rate of any non-teaching academic employee will be added to the hourly rate
483 of such employee, when hourly work is performed on any regular assigned
484 monthly paid work day(s). For the purposes of this section, hourly service in a
485 week which exceeds normal full-time service will be entitled to the four
486 percent (4%) differential, except that in no case will hourly teaching
487 assignments be entitled to the four percent (4%) teaching differential during
488 summer intersessions.
489

490 12.9 Faculty Supervising Internship Courses

491

492 12.9.1 Faculty supervising for internship courses shall be compensated \$100.00 for
493 each student who completes the course requirements, up to 20 students.
494

495 12.9.2 Faculty supervising internship courses shall receive the \$100.00
496 compensation-per- student based upon the completion of:
497

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

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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

