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**PROPOSAL FROM THE  
PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE  
PASADENA CITY COLLEGE FACULTY ASSOCIATION  
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 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 80% of the single**  
104 **party Kaiser Health Maintenance Organization (HMO) plan premium**  
105 **with the employee contributing % 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.**

122  
123 **4.1.4.6 The parties agree to reopen Article 4.1.4 if changes to the State**  
124 **funding or structure of part-time benefits results in a decreased level**  
125 **of reimbursement to the District.**

126  
127 4.2 RETIREE BENEFITS (Full-Time Employees)

128  
129 4.2.1 The District will provide paid health and dental plans, up to the amounts  
130 specified in Section 4.1 above, for retirees age fifty-five (55) to sixty-five (65),  
131 and their eligible dependents, who have received these plans and in their last  
132 full year of employment when:

- 133  
134 a. The current member is eligible to retire under the provisions of the  
135 State Teachers Retirement System; and  
136  
137 b. The unit member has had at least fourteen (14) years of service with  
138 the District. In order to continue to be eligible for this benefit the unit  
139 member must not be employed in an organization in which the  
140 employee is required to contribute a portion of his/her salary to a  
141 retirement plan associated with STRS or PERS in the state of  
142 California.

143  
144 4.2.2 The coverage provided under 4.2.1 will continue through the month the  
145 retiree reaches age sixty-five (65).

146  
147 4.2.3 For retirees who satisfy conditions (a) and (b) of article 4.2.1 and who have  
148 attained the age of sixty-five (65) **shall apply for and enroll in Medicare**  
149 **Parts A and B. Upon satisfying these conditions and submitting proof**  
150 **annually of Medicare B enrollment (such as a copy of their Social**  
151 **Security statement denoting the Medicare Part B premium deduction).**  
152 the District will pay **the standard Medicare Part B premium rate not to**  
153 **exceed \$1440-\$1,900** annually, intended to help cover the cost of Medicare

154 supplementary insurance. **This amount will be based on the standard**  
155 **Medicare Part B premium rate annualized for the benefit year in which it**  
156 **is paid.**  
157

158 4.2.4 Those retirees who meet all the requirements of 4.2.1 except for the fourteen  
159 (14) years of service with the District and those retirees who have reached  
160 age sixty-five (65) may elect to retain group coverage under the health plans  
161 by paying the monthly premiums to the District. This provision is subject to  
162 the terms of the contract between the District and the plan carrier.  
163

#### 164 4.3 PERMANENT DISABILITY

165  
166 During the term of this Agreement, the District will continue to provide the health and  
167 dental benefits of Section 4.1 for those unit members between the ages of fifty-five  
168 (55) and sixty-five (65) who have been employed by the District for at least fourteen  
169 (14) years and who are granted a permanent disability allowance under STRS or  
170 PERS.  
171

#### 172 4.4 OPTIONAL PRE-RETIREMENT PROGRAM

173  
174 The District shall offer an optional pre-retirement reduced workload program to unit  
175 members in accordance with rules and regulations adopted by the Board of Trustees  
176 and the provisions of Education Code Sections 20815, 22713 and 87483.  
177

#### 178 4.5 COMPUTER LOAN PURCHASES

179  
180 The District will provide to any regular monthly unit member an interest-free loan of  
181 up to four thousand dollars (\$4,000) for the purchase of computer  
182 equipment/software. The type of equipment and place of purchase is the choice of  
183 the unit member. Upon presentation of an invoice, the District will provide a check,  
184 payable to the vendor. Equal installments will be deducted from the unit member's  
185 regularly monthly salary check, during a period of up to a maximum of two years, to  
186 repay the loan.  
187

## 188 ARTICLE 12 189 THE SALARY SCHEDULES

190  
191 12.0 The Salary Schedules for the Pasadena Area Community College District are  
192 contained in the Appendix.  
193

194 12.0.1 Effective July 1, ~~2019~~**2022**, each cell of the Part-Time Credit Semester  
195 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit  
196 Nonteaching Faculty, and Part-Time Noncredit Faculty Salary Schedules  
197 shall be increased by ~~3.5~~**6.5-6.0**%. **In addition, each part-time faculty**  
198 **member who performs services during the Fall 2022 or Spring- 2023**  
199 **fiscal year semesters shall receive an additional one-time off-schedule**  
200 **payment of ~~\$3,000.00~~ \$750.00 for each semester worked.**  
201

202 Effective July 1, ~~2019~~**2022**, each cell of the Contract Monthly Faculty,  
203 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching  
204 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract

205 Monthly Overload Faculty shall be increased by ~~3.0-5.6.0%~~ **6.0%**. **In addition,**  
206 **each full-time faculty member shall receive an additional one-time off-**  
207 **schedule payment of \$3,000.00.**  
208

209 12.0.2 **a** For ~~2020-2021~~**2023-2024**;

210  
211 **a.** ~~The~~ **T**he parties agree that effective July 1, 2023~~30~~, each cell of all  
212 Academic Salary Schedules will be increased by ~~2.5-3.0%-a~~  
213 **percentage equal to the state-funded COLA for 2022-2023-**  
214 **2024**~~2020-2021 received by the District~~

215  
216 **12.0.2b Beginning July 1, 2023, all adjunct salary schedules will be increased**  
217 **by COLA plus 2% parity adjustment.**  
218

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

225 12.0.3 **a** For ~~2021-2022~~**2024-2025**, the parties agree that effective July 1, ~~2024~~**2021**, each  
226 cell of all Academic Salary Schedules will be increased by ~~2.0%-a~~ **percentage**  
227 **equal to the state-funded COLA for 2024-2025**~~2020-2021 received by the~~  
228 **District.**  
229

230 **12.0.2b Beginning July 1, 2024, all adjunct salary schedules will be increased by**  
231 **COLA plus 5 2% parity adjustment.**  
232

## 233 12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

234  
235 12.1.1 Initial placement on the academic credit contract schedule recognizes, on a  
236 year-for-year basis, up to a maximum of fourteen (14) years, full-time  
237 equivalent District-approved experience and part-time teaching up to the  
238 equivalent of three (3) years full-time during the preceding five (5) years. Full-  
239 time, on-campus classified service will be recognized to the extent that  
240 placement on the academic salary schedule will not result in a monthly salary  
241 reduction. The designation of the class on the schedule is determined as  
242 follows:  
243

244 12.1.2 - Class A A California Community College Partial Fulfillment Credential

245  
246 12.1.3 - Class B Minimum Qualifications

247  
248 12.1.4 - Class C

- 249  
250 I. MA + 18 or BA + 54  
251 II. Eighteen (18) units beyond those required for the minimum  
252 qualifications, including an Associate of Arts Degree (or equivalent)  
253

254 12.1.5 - Class D  
255

- 256 I. MA + 36 or BA +72  
257 II. Thirty-six (36) units beyond those required for the minimum  
258 qualifications, including a Bachelor's Degree  
259

260 12.1.6 - Class E  
261

- 262 I. MA + 54 or BA + 90  
263 II. Fifty-four (54) units beyond those required for minimum qualifications,  
264 including a Master's Degree  
265

266 12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited  
267 institution of higher education. The District shall be the final arbiter in  
268 assessing the qualifications of doctorates.  
269

270 12.1.8 The two categories within Classes C, D and E are as follows:  
271

- 272 a. Category I Open to faculty in subject matter areas in which a  
273 Bachelor's Degree or higher is offered;  
274  
275 b. Category II Open only to faculty in the following areas in which no  
276 Bachelor's Degree is offered:  
277

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

306 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)

307  
308 The noncredit contract schedule initial step placement will be no higher than the  
309 seventh (7th) step and is based on experience beyond that required for the  
310 credential.

311  
312 12.3 ANNUAL CONTRACT SALARIES

313  
314 12.3.1 The annual contract salaries shall be determined in the following manner:

315  
316 12.3.2 Determine the employee's classification and step on the basic tenthsly  
317 payment salary schedule (Classes A through Doctor's Degree, Steps 1  
318 through 33);

319  
320 12.3.3 Multiply this product by the appropriate responsibility ratio;

321  
322 12.3.4 Multiply this product by the number of months specified in the time  
323 assignment for the position to determine the annual salary.

324  
325 12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES

326  
327 12.4.1 Vertical advancement on the salary schedules occurs only if the service has  
328 been rendered for at least three-fourths of the academic year in the case of  
329 those on contract. Step or class changes occur July 1 following official  
330 certification of completion of the degree(s) or unit(s). Advancement for  
331 completion of a master's degree or a doctor's degree will be granted in the  
332 month following notification of the completion of the degree requirements.

333  
334 12.4.2 Class and step changes are granted contingent on satisfactory performance  
335 as evidenced by a current satisfactory evaluation.

336  
337 12.5 ADVANCEMENT ON THE HOURLY SCHEDULE

338  
339 12.5.1 For the purposes of hourly compensation, regular and contract unit members  
340 who had been placed on an hourly schedule prior to employment as a regular  
341 or contract unit member will continue to be paid on the hourly schedule until  
342 such time as the overload rate on Schedule A is equal to or greater than the  
343 rate of the hourly schedule. Such members are not eligible to advance on the  
344 hourly schedule. Vertical advancement on the hourly schedules for eligible  
345 unit members occurs when a unit member has:

- 346  
347 a. Advanced to a step on the Annual Contract Schedule that is higher  
348 than the current placement on the appropriate hourly schedule, or  
349  
350 b. For the Credit Hourly Schedule B taught at least 150 hours in the  
351 credit program since the initial placement or the last step placement,  
352 or  
353  
354 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours  
355 in the credit program since initial placement or the last step  
356 placement, or  
357

358 d. For Noncredit Hourly Schedule D taught at least 400 hours in the  
359 noncredit program since initial placement or the last step placement.  
360

361 12.5.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will  
362 carry over into the next step accumulation.  
363

## 364 12.6 APPLICATION FOR ADVANCEMENT

365  
366 12.6.1 To qualify for a higher salary classification **for the subsequent semester**, an  
367 academic employee must present the form "Application for Salary Change,"  
368 **in duplicate**, to the Office of Human Resources **by the last day of the prior**  
369 **semester**.  
370

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

376 12.6.2 Acceptable Study. Upper division or graduate units from an accredited  
377 college or university are acceptable for advancement on the salary schedule  
378 provided that the course is not a repeat and is related to the current  
379 assignment or represents a reasonable objective for future local  
380 employment.  
381

382 12.6.2.1 District and Association agree that unit members will be moved to  
383 the appropriate place on the doctoral column of the salary schedule  
384 when they have attained a doctoral degree from an accredited  
385 institution of higher education.  
386

387 12.6.2.2 Community college courses are allowed if they are approved in  
388 advance by the Vice President for Instruction as part of a planned  
389 program of at least twelve (12) units, including upper division and/or  
390 graduate work. Miscellaneous community college courses, not in an  
391 approved plan, may be allowed if appropriate under Section  
392 12.6.3.c. This course work must be directly related to a teaching  
393 assignment and not a repetition of previous work. Courses that are  
394 audited are not allowed.  
395

396 12.6.3 Equivalent Credit. In lieu of formal academic units and after initial  
397 employment, it is possible to earn a maximum of eighteen (18) equivalent  
398 units. ~~provided n~~Not more than nine (9) may be used at any one time to  
399 change from one class to the next higher one. These eighteen (18) units may  
400 be earned in three major categories with no more than six (6) units in any one  
401 category.  
402

403 a. One year of successful non-teaching work experience (may be  
404 cumulative) related to the current assignment (2 months equals 1  
405 unit); and  
406

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



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

423  
424 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES  
425

426 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be  
427 made on or before the fifth work day after the close of the calendar months  
428 for which payment is due except as otherwise indicated below.

429  
430 12.7.1.1 The District will extend to full-time faculty the option of receiving their  
431 annual contract salary paid over twelve (12) months.

432  
433 12.7.1.2 Any request to change from a ten month to a twelve month salary  
434 schedule must be received in the Fiscal Services office by the last  
435 working day in May of any academic year.

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

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

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

456  
457 12.8 OVERLOAD HOURLY SALARY SCHEDULE  
458

459 12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the

460 overload differential, can be found in Schedules B-1 and D.

461  
462 12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly  
463 rate of any non-teaching academic employee will be added to the hourly rate  
464 of such employee, when hourly work is performed on any regular assigned  
465 monthly paid work day(s). For the purposes of this section, hourly service in a  
466 week which exceeds normal full-time service will be entitled to the four  
467 percent (4%) differential, except that in no case will hourly teaching  
468 assignments be entitled to the four percent (4%) teaching differential during  
469 summer intersessions.

470  
471 12.9 Faculty Supervising Internship Courses

472  
473 12.9.1 Faculty supervising for internship courses shall be compensated \$100.00 for  
474 each student who completes the course requirements, up to 20 students.

475  
476 12.9.2 Faculty supervising internship courses shall receive the \$100.00  
477 compensation-per- student based upon the completion of:

- 478 1. A minimum of four meetings with the student;
- 479
- 480
- 481 2. A minimum of one meeting with the employer or placement agency  
482 regarding student progress;
- 483
- 484 3. All student course work/requirements including, but not limited to:
- 485
  - 486 a. Student Learning Objectives,
  - 487 b. Final project, paper or journal,
  - 488 c. Signed Faculty Advisor Record,
  - 489 d. Signed time sheet from Employer (completing the required  
490 hours for the units earned),
  - 491 e. Signed evaluation sheet completed by the employer
- 492
- 493 4. A final grade submission
- 494

495 12.9.3 Faculty supervising an internship course shall be limited to no more than 20  
496 students enrolled in a designated internship course. Additional students may  
497 be added only with permission of the Division Dean and the appropriate Vice  
498 President or designee.

499  
500  
501 Signed and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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503	FOR THE COLLEGE DISTRICT	FOR THE ASSOCIATION
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