

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

**PROPOSAL FROM THE  
PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE  
PASADENA CITY COLLEGE FACULTY ASSOCIATION  
February 16, 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**

52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102

- 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 **7580%** of the single  
104 party Kaiser Health Maintenance Organization (HMO) plan premium  
105 with the employee contributing **2520%** 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 ~~If a p~~Part-time faculty who elects the Kaiser HMO insurance, may  
111 purchase at their own cost, Kaiser coverage for dependents,  
112 **composite dental 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 4.2 RETIREE BENEFITS (Full-Time Employees)

124  
125 4.2.1 The District will provide paid health and dental plans, up to the amounts  
126 specified in Section 4.1 above, for retirees age fifty-five (55) to sixty-five (65),  
127 and their eligible dependents, who have received these plans and in their last  
128 full year of employment when:

- 129  
130 a. The current member is eligible to retire under the provisions of the  
131 State Teachers Retirement System; and  
132  
133 b. The unit member has had at least fourteen (14) years of service with  
134 the District. In order to continue to be eligible for this benefit the unit  
135 member must not be employed in an organization in which the  
136 employee is required to contribute a portion of his/her salary to a  
137 retirement plan associated with STRS or PERS in the state of  
138 California.

139  
140 4.2.2 The coverage provided under 4.2.1 will continue through the month the  
141 retiree reaches age sixty-five (65).

142  
143 4.2.3 For retirees who satisfy conditions (a) and (b) of article 4.2.1 and who have  
144 attained the age of sixty-five (65) shall apply for and enroll in Medicare  
145 Parts A and B, Upon satisfying these conditions and submitting proof  
146 annually of Medicare B enrollment (such as a copy of their Social  
147 Security statement denoting the Medicare Part B premium deduction).  
148 the District will pay the standard Medicare Part B premium rate not to  
149 exceed **\$1440-\$1,900** annually, intended to help cover the cost of Medicare  
150 supplementary insurance. **This amount will be based on the standard**  
151 **Medicare Part B premium rate annualized for the benefit year in which it**  
152 **is paid.**

153

154 4.2.4 Those retirees who meet all the requirements of 4.2.1 except for the fourteen  
155 (14) years of service with the District and those retirees who have reached  
156 age sixty-five (65) may elect to retain group coverage under the health plans  
157 by paying the monthly premiums to the District. This provision is subject to  
158 the terms of the contract between the District and the plan carrier.  
159

160 4.3 PERMANENT DISABILITY

161  
162 During the term of this Agreement, the District will continue to provide the health and  
163 dental benefits of Section 4.1 for those unit members between the ages of fifty-five  
164 (55) and sixty-five (65) who have been employed by the District for at least fourteen  
165 (14) years and who are granted a permanent disability allowance under STRS or  
166 PERS.  
167

168 4.4 OPTIONAL PRE-RETIREMENT PROGRAM

169  
170 The District shall offer an optional pre-retirement reduced workload program to unit  
171 members in accordance with rules and regulations adopted by the Board of Trustees  
172 and the provisions of Education Code Sections 20815, 22713 and 87483.  
173

174 4.5 COMPUTER LOAN PURCHASES

175  
176 The District will provide to any regular monthly unit member an interest-free loan of  
177 up to four thousand dollars (\$4,000) for the purchase of computer  
178 equipment/software. The type of equipment and place of purchase is the choice of  
179 the unit member. Upon presentation of an invoice, the District will provide a check,  
180 payable to the vendor. Equal installments will be deducted from the unit member's  
181 regularly monthly salary check, during a period of up to a maximum of two years, to  
182 repay the loan.  
183

184 **ARTICLE 12**  
185 **THE SALARY SCHEDULES**  
186

187 12.0 The Salary Schedules for the Pasadena Area Community College District are  
188 contained in the Appendix.  
189

190 12.0.1 Effective July 1, ~~2019~~2022, each cell of the Part-Time Credit Semester  
191 Faculty, Part-Time Credit Intersession Faculty, Part-Time Credit Nonteaching  
192 Faculty, and Part-Time Noncredit Faculty Salary Schedules shall be  
193 increased by ~~3.5~~8-6.0%. **In addition, each part-time faculty member who**  
194 **performs services during the 2022-2023 fiscal year shall receive an**  
195 **additional off-schedule payment in an amount equal to 4-2.75% of the**  
196 **unit member's earnings in that year.**  
197

198 Effective July 1, ~~2019~~2022, each cell of the Contract Monthly Faculty,  
199 Contract Monthly Intersession Faculty, Contract Monthly Nonteaching  
200 Faculty; Contract Monthly Nonteaching Overload Faculty, and Contract  
201 Monthly Overload Faculty shall be increased by ~~3.0~~8-6.0%. **In addition, each**  
202 **full-time faculty member shall receive an additional off-schedule**  
203 **payment in an amount equal to 4-2.75% of the unit member's base**  
204 **salary.**

205  
206  
207  
208  
209  
210  
211  
212  
213  
214  
215  
216  
217  
218  
219  
220  
221  
222  
223  
224  
225  
226  
227  
228  
229  
230  
231  
232  
233  
234  
235  
236  
237  
238  
239  
240  
241  
242  
243  
244  
245  
246  
247  
248  
249  
250  
251  
252  
253  
254  
255

12.0.2 For ~~2020-2021~~~~2023-2024~~, the parties agree that effective July 1, 202~~30~~, each cell of all Academic Salary Schedules will be increased by ~~2.5-3.0% or the a percentage equal to the~~ state-funded COLA for ~~2022-2023-2024~~~~2020-2021~~ received by the District, ~~whichever is less~~~~greater~~.

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

12.0.3 For ~~2021-2022~~~~2024-2025~~, the parties agree ~~to reopen Articles 4 and 12 that effective July 1, 2024~~~~1~~, each cell of all Academic Salary Schedules will be increased by ~~2.5% or the a percentage equal to the state-funded COLA for 2024-2025~~~~2020-2021~~ received by the District, ~~whichever is greater~~.

*12.0.2d Beginning July 1, 2025, all adjunct salary schedules will be increased by COLA or 2.5% whichever is greater plus 5% parity adjustment.*

## 12.1 THE CREDIT CONTRACT SCHEDULE (SCHEDULE A)

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

12.1.2 - Class A A California Community College Partial Fulfillment Credential

12.1.3 - Class B Minimum Qualifications

12.1.4 - Class C

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

12.1.5 - Class D

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

12.1.6 - Class E

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

12.1.7 Doctoral Degree. Attainment of the doctoral degree from an accredited institution of higher education. The District shall be the final arbiter in

256 assessing the qualifications of doctorates.

257

258 12.1.8 The two categories within Classes C, D and E are as follows:

259

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

262

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

265

266 Administration of Justice

267 Advertising/Graphic Design

268 Automotive Technology

269 Building Construction

270 Business Information Technology

271 Computer Information Systems

272 Cosmetology and Barbering

273 Dental Assisting

274 Dental Hygiene

275 Dental Laboratory Technology

276 Drafting – Mechanical Drafting

277 Electrical Technology

278 Electronics Technology

279 Emergency Medical Technology

280 Environmental Technology Fashion

281 Fire Technology

282 Food Services

283 Legal Assisting

284 Machine Shop Technology

285 Medical Assisting

286 Photographic Technology/  
287 Commercial Photography

288 Printing Technology

289 Radiologic Technology

290 Sign Art Telecommunications

291 Vocational Nursing

292 Welding

293

294

295 12.2 THE NONCREDIT CONTRACT SCHEDULE (SCHEDULE D)

296

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

300

301 12.3 ANNUAL CONTRACT SALARIES

302

303 12.3.1 The annual contract salaries shall be determined in the following manner:

304

305 12.3.2 Determine the employee's classification and step on the basic tenthsly  
306 payment salary schedule (Classes A through Doctor's Degree, Steps 1  
through 33);

307  
308  
309  
310  
311  
312  
313  
314  
315  
316  
317  
318  
319  
320  
321  
322  
323  
324  
325  
326  
327  
328  
329  
330  
331  
332  
333  
334  
335  
336  
337  
338  
339  
340  
341  
342  
343  
344  
345  
346  
347  
348  
349  
350  
351  
352  
353  
354  
355  
356  
357

12.3.3 Multiply this product by the appropriate responsibility ratio;

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

## 12.4 ADVANCEMENT ON THE CONTRACT SCHEDULES

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

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

## 12.5 ADVANCEMENT ON THE HOURLY SCHEDULE

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

- a. Advanced to a step on the Annual Contract Schedule that is higher than the current placement on the appropriate hourly schedule, or
- b. For the Credit Hourly Schedule B taught at least 150 hours in the credit program since the initial placement or the last step placement, or
- c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours in the credit program since initial placement or the last step placement, or
- d. For Noncredit Hourly Schedule D taught at least 400 hours in the noncredit program since initial placement or the last step placement.

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

## 12.6 APPLICATION FOR ADVANCEMENT

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

358  
359  
360  
361  
362  
363  
364  
365  
366  
367  
368  
369  
370  
371  
372  
373  
374  
375  
376  
377  
378  
379  
380  
381  
382  
383  
384  
385  
386  
387  
388  
389  
390  
391  
392  
393  
394  
395  
396  
397  
398  
399  
400  
401  
402  
403  
404  
405  
406  
407  
408

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

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

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

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

12.6.3 Equivalent Credit. In lieu of formal academic units and after initial employment, it is possible to earn a maximum of eighteen (18) equivalent units. provided nNot more than nine (9) may be used at any one time to change from one class to the next higher one. These eighteen (18) units may be earned in three major categories with no more than six (6) units in any one category.

- a. One year of successful non-teaching work experience (may be cumulative) related to the current assignment (2 months equals 1 unit); and
- b. Travel which is specifically related to improving the employee's service (2 weeks equals 1 unit); and
- c. Professional service (one unit for 9 weeks) supervising a cadet teacher; publication (one unit for an article of 500 words or more in a recognized professional magazine, six units for the publication of a book, 200 pages or more); major leadership in local, state, or national professional organizations (two units for president, one unit for other offices); public performance (limit of one unit per year for concerts or art exhibits); community college courses, noncredit adult classes, and approved in- service seminars, provided that the content is appropriate to the current or possible future assignments at the College. In computing courses fifteen (15) hours of class time equals one unit. Summer workshops and child study courses not taken for

409 university credit may be used for credit in this category. Courses  
410 which are audited are not acceptable.

411  
412 12.7 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES

413  
414 12.7.1 Pay Days. Salary payments for monthly bargaining unit members shall be  
415 made on or before the fifth work day after the close of the calendar months  
416 for which payment is due except as otherwise indicated below.

417  
418 12.7.1.1 The District will extend to full-time faculty the option of receiving their  
419 annual contract salary paid over twelve (12) months.

420  
421 12.7.1.2 Any request to change from a ten month to a twelve month salary  
422 schedule must be received in the Fiscal Services office by the last  
423 working day in May of any academic year.

424  
425 12.7.1.3 In the event of separation of service from the District, if a unit  
426 member receives salary payment beyond the earned amount, as  
427 determined by the Education Code adjustment process, the unit  
428 member will make a reimbursement within thirty (30) days of notice  
429 and/or the unit member's final compensation will be appropriately  
430 adjusted.

431  
432 12.7.2 Deduction for Unpaid Absence. Deduction for personal (unpaid) absence,  
433 whether because of unpaid leave or employment after the first work day of a  
434 month or separation from service before the last work day of a month shall be  
435 made on the basis of a per diem rate for all persons employed at a monthly  
436 salaried rate. Pursuant to Education Code Section 87815, the per diem rate  
437 shall be computed fractionally at one divided by the number of work days  
438 normal for the employee's contractual services.

439  
440 12.7.3 Retirees. Contract and regular unit members who retire are eligible for rehire  
441 but are not guaranteed employment. Retirees who are offered employment  
442 will be compensated at the appropriate part-time salary schedule based on  
443 their step and column placement on Schedule A at the time of retirement.

444  
445 12.8 OVERLOAD HOURLY SALARY SCHEDULE

446  
447 12.8.1 Teaching Faculty. The hourly schedule for teaching faculty, including the  
448 overload differential, can be found in Schedules B-1 and D.

449  
450 12.8.2 Non-teaching Faculty. An amount equal to four percent (4%) of the hourly  
451 rate of any non-teaching academic employee will be added to the hourly rate  
452 of such employee, when hourly work is performed on any regular assigned  
453 monthly paid work day(s). For the purposes of this section, hourly service in a  
454 week which exceeds normal full-time service will be entitled to the four  
455 percent (4%) differential, except that in no case will hourly teaching  
456 assignments be entitled to the four percent (4%) teaching differential during  
457 summer intersessions.

458  
459 12.9 Faculty Supervising Internship Courses

460  
461  
462  
463  
464  
465  
466  
467  
468  
469  
470  
471  
472  
473  
474  
475  
476  
477  
478  
479  
480  
481  
482  
483  
484  
485  
486  
487  
488  
489  
490  
491  
492  
493  
494  
495  
496  
497  
498  
499  
500

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

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

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