

1
2
3 **PROPOSAL FROM THE**
4
5 **PASADENA AREA COMMUNITY COLLEGE DISTRICT**
6
7 **TO THE**
8
9 **PASADENA CITY COLLEGE FACULTY ASSOCIATION**
10
11 **July 16, 2025**

12 The collective bargaining proposal presented herein by the Pasadena Area Community College
13 District to the Pasadena City College Faculty Association and is expressly made pursuant to the
14 Education Employment Relations Act and the Collective Bargaining Contract between the parties.
15 The following article shall be deemed to remain unchanged in the Collective Bargaining
16 Agreement except as set forth below:

17 **ARTICLE 12**
18 **THE SALARY SCHEDULES**

19
20 **12.0 The Salary Schedules for the Pasadena Area Community College District are**
21 **contained in the Appendix.**

22
23 *Salary Schedule Adjustments*

24
25 12.0.A Effective July 1, 2025, each cell of all Part-Time Faculty Salary Schedules
26 shall be increased by a two-point-three percent (2.3%) subject to the
27 following contingency regarding medical plan changes:

- 28
29 i. The above-referenced 2.3% increase is contingent upon mutual
30 agreement between the District and all of its bargaining units
31 (collectively "the parties") to implement the District's proposed
32 alternative medical plans, effective with the upcoming plan year
33 beginning October 1, 2025.
34
35 ii. If all parties do not reach agreement on the implementation of the
36 proposed alternative medical plans by July 18, 2025, then the 2.3%
37 increase shall not be applied to the salary schedule for the 2025-2026
38 fiscal year and the increase shall be one-point-six-one percent (1.61%).
39

40 Only unit members currently employed on the date of the Board approval
41 will receive this salary increase.
42

43 Effective July 1, 2025, each cell of all Full-time Salary Schedules shall be
44 increased by a two-point-three percent (2.3%) subject to the following
45 contingency regarding medical plan changes:

- 46
47 i. The above-referenced 2.3% increase is contingent upon mutual
48 agreement between the District and all of its bargaining units
49 (collectively "the parties") to implement the District's proposed
50 alternative medical plans, effective with the upcoming plan year
51 beginning October 1, 2025.

- 52
53 ii. If all parties do not reach agreement on the implementation of the
54 proposed alternative medical plans by July 18, 2025, then the 2.3%
55 increase shall not be applied to the salary schedule for the 2025-2026
56 fiscal year and the increase shall be one-point-six-one percent (1.61%).

57
58 Only unit members currently employed on the date of the Board approval
59 will receive this salary increase.
60

61 12.0.B Regarding the 2026-2027 fiscal year, the parties agree to re-open the
62 Agreement in that year specifically for 12.0.B with respect to the Full-Time
63 Faculty Salary Schedule and Part-Time Faculty Salary Schedules only for
64 that fiscal year.
65

66 12.0.C Regarding the 2027-2028 fiscal year, the parties agree to re-open the
67 Agreement in that year specifically for 12.0.C with respect to the Full-Time
68 Faculty Salary Schedule and Part-Time Faculty Salary Schedules only for
69 that fiscal year.
70

71 The Parties agree that either party may re-open Article 12 (Salary Schedules) and
72 Article 5 (Working Conditions) if necessitated by a court ruling or changes to applicable
73 law regarding part-time instructional faculty and any such re-opener shall be for that
74 limited purpose only.
75

76 77 **INITIAL STEP PLACEMENT** 78

79 For unit members, previous paid employment experience (as an instructor, librarian, counselor,
80 school nurse, or other certificated employee) is counted on a year-for-year basis if it was equivalent
81 to the job/work assignment, such as full-time teaching in a college environment.
82

83 For purposes of calculating initial step placement, at the time of initial employment, full-time and
84 part-time faculty members may be awarded placement credit for non-instructional occupational
85 experience provided that it directly relates to the District assignment. Credit granted will be at the rate
86 of one full year of credit for one full-time year of related experiences. No placement based upon any
87 combination of past instructional experience and past non-instructional occupational experience will
88 be higher than step 14 for full-time faculty and step 7 for part-time faculty on the salary schedule.
89 Credit for non-instructional and instructional experience may be earned simultaneously. The new
90 full-time faculty member will submit to Human Resources at least one of the following:
91

92 (1) A completed Request for Verification of Work Experience Form (obtained from Human
93 Resources) from each former employer; or
94

95 (2) A letter on the employer's or contractor's letterhead verifying work experiences and dates
96 of employment, and whether the employment was full-time or part-time.
97

98 All verified documentation must be submitted to Human Resources within 30 days of the faculty
99 member's appointment.
100

101 **THE FULL-TIME MONTHLY, OVERLOAD, AND INTERSESSION SALARY**
102 **SCHEDULES (SCHEDULES A, C, and O)**

103
104 Initial placement on the academic credit contract schedule recognizes, on a
105 year-for-year basis, up to a maximum of fourteen (14) years, full-time
106 equivalent District-approved experience and part-time teaching up to the
107 equivalent of three (3) years full-time during the preceding five (5) years.
108 Full-time, on-campus classified service will be recognized to the extent that
109 placement on the academic salary schedule will not result in a monthly salary
110 reduction. [This language is status quo for all full-time teaching salary
111 schedules. This same language appears on the monthly, overload, and
112 intersession schedules (Schedules A, C, O).]
113

114 The designation of the class on the schedule is determined as follows:
115

116 **12.0.1 Class A Minimum Qualifications**

117
118 **12.0.2 - Class B**
119

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

124 **12.0.3 - Class C**
125

- 126 I. MA + 36 or BA + 72
127 II. Thirty-six (36) units beyond those required for the
128 minimum qualifications, including a Bachelor's Degree
129

130 **12.0.4 - Class D**
131

- 132 I. MA + 54 or BA + 90
133 II. Fifty-four (54) units beyond those required for
134 minimum qualifications, including a Master's
135 Degree
136

137 **12.0.5 - Class E**

138 **Doctoral Degree.** Attainment of the doctoral degree from an
139 accredited institution of higher education. The District shall be the
140 final arbiter in assessing the qualifications of doctorates.
141

142 **12.0.6** The two categories within Classes B, C, and D are as follows:

- 143 a. **Category I** Open to faculty in subject matter areas in which a
144 Bachelor's Degree or higher is offered;
145
146 b. **Category II** Open only to faculty in the following areas
147 in which no Bachelor's Degree is offered:
148

149	Administration of Justice
150	Advertising/Graphic Design
151	Automotive Technology
152	Building Construction
153	Business Information Technology
154	Computer Information Systems
155	Cosmetology and Barbering
156	Dental Assisting
157	Dental Hygiene
158	Dental Laboratory Technology
159	Drafting – Mechanical
160	Drafting Electrical Technology
161	Electronics Technology
162	Emergency Medical Technology
163	Environmental Technology
164	Fashion
165	Fire Technology
166	Food Services
167	Legal Assisting
168	Machine Shop Technology
169	Medical Assisting
170	Photographic Technology/ Commercial
171	Photography
172	Printing Technology
173	Radiologic Technology
174	Sign Art
175	Telecommunications
176	Vocational Nursing
177	Welding

12.1 ADJUNCT CREDIT AND NONCREDIT SEMESTER AND INTERSESSION SALARY SCHEDULES (SCHEDULES B AND G)

Effective the semester following board approval of this proposal, the adjunct faculty on the non-credit schedule will be moved to the Adjunct Credit Semester Faculty and Adjunct Credit Intersession Faculty schedules. The non-credit adjunct faculty will need to submit, to Human Resources, transcripts within 90 days in order to be considered for movement to subsequent columns other than Column A or Column E.

Initial placement of the schedule recognizes on a year-for-year basis up to six years suitable teaching experience and/or vocational experience exceeding that required to meet minimum teaching qualifications. [This language is status quo for all adjunct teaching salary schedules. This same language appears on the adjunct semester and intersession schedules (Schedules B and G).]

The designation of the class on the schedule is determined as follows:

12.1.1 - Class A

Minimum Qualifications

12.1.2 - **Class B**

- 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)

12.1.3 - **Class C**

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

12.1.4 - **Class D**

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

12.1.5 - **Class E**

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

12.1.6 The two categories within Classes B, C, and D are as follows:

- c. **Category I** Open to faculty in subject matter areas in which a Bachelor's Degree or higher is offered;
- d. **Category II** Open only to faculty in the following areas in which no Bachelor's Degree is offered:

- Administration of Justice
- Advertising/Graphic Design
- Automotive Technology
- Building Construction
- Business Information Technology
- Computer Information Systems
- Cosmetology and Barbering
- Dental Assisting
- Dental Hygiene
- Dental Laboratory Technology
- Drafting – Mechanical
- Drafting Electrical Technology
- Electronics Technology
- Emergency Medical Technology
- Environmental Technology
- Fashion
- Fire Technology
- Food Services

246 Legal Assisting
247 Machine Shop Technology
248 Medical Assisting
249 Photographic Technology/ Commercial Photography
250 Printing Technology
251 Radiologic Technology
252 Sign Art
253 Telecommunications
254 Vocational Nursing
255 Welding
256
257

258 **12.2 THE NONTEACHING MONTHLY AND OVERLOAD SCHEDULES (SCHEDULES R and** 259 **X)**

260 Initial placement of the schedule recognizes on a year-for-year basis up to 13
261 years suitable teaching experience and/or vocational experience exceeding that
262 required to meet minimum teaching qualifications. [This language is status quo
263 for all full-time teaching salary schedules. This same language appears on the
264 monthly, overload, and intersession schedules (Schedules R and X).]
265

266 **CLASS A**

267 Minimum Qualifications.
268

269 **CLASS B**

- 270 I. MA + 18 or BA + 54.
271 II. Eighteen units beyond those required for the minimum
272 qualifications, including an associate degree (or equivalent***).
273

274 **CLASS C**

- 275 I. MA + 36 or BA + 72.
276 II. Thirty-six units beyond those required for the minimum qualifications, including a
277 bachelor's degree.
278

279 **CLASS D**

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

284 **CLASS E**

- 285 I. For academic disciplines: possession of an earned doctorate from an accredited institution
286 II. For vocational disciplines: completion of a bachelor's degree and
287 graduation from a three-year program at a professionally oriented
288 institution recognized and approved by the California Community Colleges
289 Chancellor's Office which degree can be translated to the equivalent of a

290 doctorate.

291

292 **CLASSES B, C, D (Category II)**

293 Open only to faculty in the following subject matter areas in which no bachelor's degree is
294 offered:

295	Administration of Justice	Fashion
296	Advertising/Graphic Design	Fire Technology
297	Automotive Technology	Food Services
298	Building Construction	Legal Assisting
299	Business Information Technology	Machine Shop Technology
300	Computer Information Systems	Medical Assisting
301	Cosmetology and Barbering	Photographic Technology
302	Dental Assisting	Commercial Photography
303	Dental Hygiene	Printing Technology
304	Dental Laboratory Technology	Radiologic Technology
305	Drafting--Mechanical Drafting	Sign Art
306	Electrical Technology	Telecommunications
307	Electronics Technology	Vocational Nursing
308	Emergency Medical Technology	Welding

309

310 ***60 semester units

311

312 **12.3 ADJUNCT CREDIT NONTEACHING SALARY SCHEDULE (SCHEDULE 5)**

313

314 Effective the semester following board approval of this proposal, all non-instructional adjunct faculty
315 currently compensated according to Schedule H (e.g., adjunct health professional, adjunct nurse
316 practitioner) Initial placement of the schedule recognizes on a year-for-year basis up to 13 years
317 suitable teaching experience and/or vocational experience exceeding that required to meet minimum
318 teaching qualifications.

319 **CLASS A**

320 Minimum Qualifications.

321

322 **CLASS B**

323 I. MA + 18 or BA + 54.

324 II. Eighteen units beyond those required for the minimum qualifications, including an associate
325 degree (or equivalent***).

326

327 **CLASS C**

328 I. MA + 36 or BA + 72.

329 II. Thirty-six units beyond those required for the minimum qualifications, including a bachelor's
330 degree.

331

CLASS D

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

CLASS E

- I. For academic disciplines: possession of an earned doctorate from an accredited institution
- II. For vocational disciplines: completion of a bachelor's degree and graduation from a three-year program at a professionally oriented institution recognized and approved by the California Community Colleges Chancellor's Office which degree can be translated to the equivalent of a doctorate.

CLASSES B, C, D (Category II)

Open only to faculty in the following subject matter areas in which no bachelor's degree is offered:

Administration of Justice	Fashion
Advertising/Graphic Design	Fire Technology
Automotive Technology	Food Services
Building Construction	Legal Assisting
Business Information Technology	Machine Shop Technology
Computer Information Systems	Medical Assisting
Cosmetology and Barbering	Photographic Technology
Dental Assisting	Commercial Photography
Dental Hygiene	Printing Technology
Dental Laboratory Technology	Radiologic Technology
Drafting--Mechanical Drafting	Sign Art
Electrical Technology	Telecommunications
Electronics Technology	Vocational Nursing
Emergency Medical Technology	Welding

***60 semester units

12.4 ANNUAL CONTRACT SALARIES

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

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

12.4.3 Multiply this product by the appropriate responsibility ratio;

374 12.4.4 Multiply this product by the number of months specified in the
375 time assignment for the position to determine the annual salary.

376 **12.5 ADVANCEMENT ON THE CONTRACT SCHEDULES**

377 12.5.1 Vertical advancement on the salary schedules occurs only if the
378 service has been rendered for at least three-fourths of the academic
379 year in the case of those on contract. Step or class changes occur July
380 1 following official certification of completion of the degree(s) or
381 unit(s). Advancement for completion of a master's degree or a
382 doctor's degree will be granted in the month following notification of
383 the completion of the degree requirements.

384
385 12.5.2 Class and step changes are granted contingent on satisfactory
386 performance as evidenced by a current satisfactory evaluation.
387

388 **12.6 ADVANCEMENT ON THE HOURLY SCHEDULE**

389 12.6.1 For the purposes of hourly compensation, regular and contract
390 unit members who had been placed on an hourly schedule prior to
391 employment as a regular or contract unit member will continue to be
392 paid on the hourly schedule until such time as the overload rate on
393 Schedule A is equal to or greater than the rate of the hourly schedule.
394 Such members are not eligible to advance on the hourly schedule.
395 Vertical advancement on the hourly schedules for eligible unit
396 members occurs when a unit member has:

- 397
398 a. Advanced to a step on the Annual Contract Schedule that is higher than the
399 current placement on the appropriate hourly schedule, or
400
401 b. For the Credit Hourly Schedule B taught at least 150 hours in the credit
402 program since the initial placement or the last step placement, or
403
404 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours in the
405 credit program since initial placement or the last step placement, or
406
407 d. For Noncredit Hourly Schedule D taught at least 400 hours in the noncredit
408 program since initial placement or the last step placement.
409

410 12.6.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will carry
411 over into the next step accumulation.
412

413 **12.7 APPLICATION FOR ADVANCEMENT**

414
415 12.7.1 To qualify for a higher salary classification for the subsequent semester, an
416 academic employee must present the form "Application for Salary Change" to the
417 Office of Human Resources by the last day of the prior semester. All work
418 designated on the application form must be verified official transcripts received in
419 the Office of Human Resources. The decision for disapproval of a step or class

change is the responsibility of the Vice President for Instruction.

12.7.2 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.

12.7.2.1 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.

12.7.2.2 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.

12.8 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES

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

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

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

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

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

12.8.3 **Retirees.** Contract and regular unit members who retire are eligible for rehire but are not guaranteed employment. Retirees who are offered employment will be compensated at the appropriate part-time salary schedule based on their step and

column placement on Schedule A at the time of retirement.

12.9 OVERLOAD HOURLY SALARY SCHEDULE

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

12.9.2 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.

12.10 FACULTY SUPERVISING INTERNSHIP COURSES

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

12.10.2 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.

12.10.3 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.

12.10.4 Ancillary Work

All Faculty will be paid \$50.00 per hour for all pre-approved ancillary work.

Signed and entered into this _____ day of _____, 2025.

FOR THE COLLEGE DISTRICT

FOR THE ASSOCIATION

522

|523

524

|525

526

527

|528

529
