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10/4/17

ARTICLE 3  
Salary

3.1 increase compensation by 3.25% to cover increases to salaries and health insurance premiums (See Section 4.5) as follows: .27% for health insurance premium increases (Section 4.5), .1% increase to the non-contract salary schedule to make progress on pro-rata pay (Section 3.4); and remaining dollars to be used for an across-the-board salary increase on both the contract and non-contract faculty salary schedules (Sections 3.1.A and 3.4)

3.1.A. All contract faculty members shall be compensated on the basis of the following schedule, effective July 1, 2013 ~~2018~~ **2018**.

FULL-TIME ACADEMIC SALARY SCHEDULE EFFECTIVE  
JULY 1, ~~2013~~ **2018**\*

STEP	CLASS I Appropriate credential or MA	CLASS II BA + 45 Units With MA	CLASS III BA + 60 Units With MA	CLASS IV BA + 75 Units With MA	CLASS V Earned Doctorate
<del>1</del>	<del>48,751</del>	<del>53,627</del>	<del>58,499</del>	<del>63,376</del>	<del>68,249</del>
<del>2</del> <b>1</b>	51,189	56,062	60,939	65,810	70,686
<del>3</del> <b>2</b>	53,627	58,499	63,376	68,249	73,124
<del>4</del> <b>3</b>	56,062	60,939	65,810	70,686	75,561
<del>5</del> <b>4</b>	58,499	63,376	68,249	73,124	77,997
<del>6</del> <b>5</b>	60,939	65,810	70,686	75,561	80,440
<del>7</del> <b>6</b>	63,376	68,249	73,124	77,997	82,874
<del>8</del> <b>7</b>	65,810	70,686	75,561	80,440	85,311
<del>9</del> <b>8</b>	68,249	73,124	77,997	82,874	87,748
<del>10</del> <b>9</b>	70,686	75,561	80,440	85,311	90,185
<del>11</del> <b>10</b>	73,124	77,997	82,874	87,748	92,621
<del>12</del> <b>11</b>	75,561	80,440	85,311	90,185	95,059
<del>13</del> <b>12</b>	77,997	82,874	87,748	92,621	97,496
<del>14</del> <b>13</b>	80,440	85,311	90,185	95,059	99,933
<del>15</del> <b>14</b>	82,874	87,748	92,621	97,496	102,372
<del>15</del> <b>15</b>	<del>85,311</del>	<del>90,185</del>	<del>95,059</del>	<del>99,933</del>	<del>104,811</del>
<del>16</del> <b>16</b>	<del>87,748</del>	<del>95,059</del>	<del>99,933</del>	<del>102,372</del>	<del>107,249</del>

**Commented [VPK1]:** This table will necessarily change based upon acceptance of 3.1.D. The date for the new step(s) would go into effect July 1, 2018. Upon acceptance of this revised chart, faculty will proceed to the next Step based on their years of service on July 1, 2018. i.e. A faculty member placed on July 1, 2017 at Column I, Step 1, will move to Column I, Step 2 of the new chart on July 1, 2018.

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YEARS	Reflects base salary at Step 16 <del>5</del> plus longevity increment				
17-20 6% of CL1,ST1	<del>+3,071.34</del> <del>90,819.34</del> <del>85,798.92</del>	<del>98,130.34</del> <del>90,672.92</del>	<del>103,004.34</del> <del>95,545.92</del>	<del>105,443.34</del> <del>100,420.92</del>	<del>110,320.34</del> <del>105,296.92</del>
21-24 <del>5</del> 9% of CL1,ST1	<del>+4,607.01</del> <del>92,355.01</del> <del>87,261.37</del>	<del>99,666.01</del> <del>92,135.37</del>	<del>104,540.01</del> <del>97,008.37</del>	<del>106,979.01</del> <del>101,883.37</del>	<del>111,856.01</del> <del>106,759.37</del>
25-28 <del>6</del> 12% of CL1, ST1	<del>+6,142.68</del> <del>93,890.68</del> <del>88,723.83</del>	<del>101,201.68</del> <del>93,597.83</del>	<del>106,075.68</del> <del>98,470.83</del>	<del>108,514.68</del> <del>103,345.83</del>	<del>113,391.68</del> <del>108,221.83</del>

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<u>29-32</u>	<u>+7,678.35</u>	<u>102,737.35</u>	<u>107,611.35</u>	<u>110,050.35</u>	<u>114,927.35</u>
<u>31+</u>	<u>95,426.35</u>	<u>95,060.29</u>	<u>99,933.29</u>	<u>104,808.29</u>	<u>109,684.29</u>
15% of CL1, ST1	<u>90,186.29</u>				
<u>32+</u>	<u>+9,214.02</u>	<u>104,273.02</u>	<u>109,147.02</u>	<u>111,586.02</u>	<u>116,463.02</u>
18% of CL1, ST1	<u>96,962.02</u>				

ABOVE SALARIES BASED ON TEN MONTH YEAR FOR INSTRUCTORS

Maximum of seven (7) years' credit for prior experience.

The maximum monthly rate for long-term substitutes/temporary non-tenure track assignments is ~~\$6,581.00~~ (1/10 of Class I, Step 8)– Exceptions subject to Board approval.

3.1.B. Distribution of Pro-Rata Funds

The goal of the parties is to implement a pro-rata pay process that, over time, equalizes non-contract classroom faculty salaries to 75% of contract classroom faculty salaries and non-contract non-classroom faculty salaries to 100% of contract non-classroom faculty salaries.

Effective July 1, 2008, non-contract faculty will be paid based upon load and a salary schedule of 3 columns and seven steps. Non-contract classroom assignments and non-contract non-classroom assignments will be paid from separate salary schedules. The goal of pro-rata is to move the non-contract salary schedules toward a pro-ration of Columns I, III, V and steps 1 through 7 of the contract faculty salary schedule.

3.1.C. Salary is also subject to the following conditions:

~~(1) New contract employees shall receive a maximum of seven years credit for any combination of all prior full-time experience and pro-rata credit for all part-time teaching experience for the purpose of salary step placement. New non-contract employees shall receive a maximum of three years credit for any combination of prior full-time teaching experience and pro-rata part-time teaching experience for the purpose of salary step placement. New employees must provide written documentation of non-district teaching experience not later than thirty (30) days following hire.~~

~~(2)(1)~~ The maximum monthly rate for long-term substitutes is 1/10 of Class I, Step 8, with credit for prior full-time teaching experience and (for those disciplines that require it) full-time professional experience directly or closely related to the discipline of the assignment and pro-rata credit for a 11 District part-time teaching experience and (for those disciplines that require it) professional experience directly related to the discipline of the assignment for the purpose of salary step placement, subject to such exceptions as the Governing Board may determine in individual cases.

~~(3)(2)~~ At the option of the contract employee, the annual salary may be paid in ten or twelve equal monthly payments.

~~3.1.D. Effective July 1, 2015, the salary schedules for full- and part-time faculty shall be increased by 3.02% to all faculty active as of May 2, 2016. Effective July 1, 2017, the salary schedules for full- and part-time faculty shall be increased by 2.25% to all faculty active as of [insert date].~~

~~3.1.E. Effective July 1, 2018 and henceforward, a proportional share of all positive Cost of Living Adjustments (COLA), growth funding and all other general fund revenue received by the District from the state shall be automatically passed on to the salary schedule for all full- and part-time faculty at the same rate as received by the state in a method to be determined by the Federation's Executive Council. For FY 2018-2019 growth funding and other general fund revenue shall be fully directed to pro-rata as stipulated in Section 3.4; COLA revenue shall be automatically passed on to the salary schedule for all full- and part-time faculty at the same rate as received by the state.~~

**Commented [oc2]:** Added per 2016 negotiations and moved to 3.3.A(2)

**Commented [oc3]:** Added per 2016 negotiations

**3.2 Classification Initial Placement on Full-Time Instructor Salary Schedule**

Initial placement in the salary classification set forth in Section 3.1 shall be determined by the District according to the following criteria, after receipt by the VCCCD Human Resources department of appropriate verification of training and experience. All professional training shall be evaluated in terms of semester units (e.g., one-quarter unit equals 2/3 semester unit). New hires are encouraged to submit in person to VCCCD Human Resources all substantiating documentation in support of initial placement and to request a date-stamped copy of their submission. If substantiating documentation in support of initial placement is submitted electronically by a new hire, the VCCCD Human Resources Department shall communicate via email within five (5) working days of receipt of the substantiating documentation in support of the new hire's initial placement. The VCCCD Human Resources Department shall communicate via e-mail to the new hire within ten (10) days the disposition of their initial placement, provided there are no additional questions.

Movement from one class to another on the basis of vocational credentials and experience requires that the employee be teaching in a vocational subject matter area.

**3.2.A. Qualifications for Class I are:**

- (1) Possession of a Bachelor's degree from an accredited college or university; or
- (2) Possession of an appropriate credential or Minimum Qualifications in a vocational subject matter, based on occupational experience.
- (3) One additional step in Class I shall be granted for 15 semester units appropriate to a Master's degree; or, in the case of instructors teaching under vocational credentials or Minimum Qualifications, to a Bachelor's degree and in excess of those units required for the vocational credential or Minimum Qualifications.
- (4) A second additional step in Class I shall be granted for 30 semester units appropriate to a Master's degree; or, in the case of instructors teaching under vocational credentials or Minimum Qualifications, to a Bachelor's degree and in excess of those units required for the vocational credential or Minimum Qualifications.
- (5) One such added step shall be deducted when transferring to Class II; two such added steps shall be deducted when transferring to Class III or a subsequent salary class.

**3.2.B. Qualifications for Class II are:**

- (1) Possession of a Bachelor's degree from an accredited college or university, plus 45 semester units of appropriate study completed after the receipt of the Bachelor's degree and possession of a Master's degree from an accredited college or university; or
- (2) Possession of an appropriate vocational credential or Minimum Qualifications possession of a Bachelor's degree from an accredited

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college or university, 15 additional appropriate semester units as approved by management beyond the Bachelor's degree, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications; or

- (3) Possession of an appropriate vocational credential or Minimum Qualifications, based on occupational experience, 15 semester units in addition to those required for such credential or Minimum Qualifications and appropriate to instruction in such vocational area, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications.
- (4) Upon the completion of one additional year at Step 15 in Class I, an instructor may move horizontally to Class II, to the same ratio relationship occupied in Class I, and then be granted the additional year of experience. Section 3.2.A(5) will be applied where appropriate.

**3.2.C. Qualifications for Class III are:**

- (1) Possession of a Bachelor's degree from an accredited college or university, plus 60 semester units of appropriate study completed after the receipt of the Bachelor's degree and possession of a Master's degree from an accredited college or university; or
- (2) Possession of an appropriate vocational credential or Minimum Qualifications, possession of a Bachelor's degree from an accredited college or university, 30 additional appropriate semester units as approved by management beyond the Bachelor's degree, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications; or
- (3) Possession of an appropriate vocational credential or Minimum Qualifications, issued on the basis of occupational experience, 30 semester units in addition to those required for such credential or Minimum Qualifications and appropriate to instruction in such vocational area, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications.

**3.2.D. Qualifications for Class IV are:**

- (1) Possession of a Bachelor's degree from an accredited college or university, plus 75 semester units of appropriate study completed after the receipt of the Bachelor's degree and possession of a Master's degree from an accredited college or university; or

- (2) Possession of an appropriate vocational credential or Minimum Qualifications, possession of a Bachelor's degree from an accredited college or university, 45 additional appropriate semester units as approved by management beyond the Bachelor's degree, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications; or
- (3) Possession of an appropriate vocational credential or Minimum Qualifications, issued on the basis of occupational experience, 45 semester units in addition to those required for such credential or Minimum Qualifications and appropriate to instruction in such vocational area, four years of full-time paid occupational experience directly related to the major instructional assignment in excess of those years of full-time occupational experience required to qualify for the vocational credential or Minimum Qualifications.

3.2.E. **Qualifications for Class V are:**

- (1) Possession of an earned Doctorate degree granted by an institution accredited for graduate or professional study.

3.3 **Administration of the Full-Time Faculty Salary Schedule**

3.3.A. Initial placement on the full-time faculty salary schedule shall be subject to the following conditions:

- (1) Professional preparation as defined in Sections 3.3.A(2), 3.3.A(3), and 3.3.A(4).
- (2) ~~Prior full-time professional teaching experience on a year for year basis and pro-rata credit for District part-time teaching experience, not to exceed seven years of such credit, for persons initially placed on the salary schedule. New contract employees shall receive a maximum of seven years credit for any combination of all prior full-time teaching and (for those disciplines that require it) full-time professional experience directly or closely related to the discipline of the assignment and pro-rata credit for all part-time teaching experience and (for those disciplines that require it) part-time professional experience directly or closely related to the discipline of the assignment for the purpose of salary-step placement. At the new hire orientation, VCCCD Human Resources will request from all new hires any substantiating documentation of non-District teaching and professional experience. New employees must provide written documentation of non-district teaching and professional experience not later than thirty (30) days following hire.~~
- (2) ~~New employees must provide written documentation of non-district teaching experience not later than thirty (30) days following hire.~~
- (3) Credit for closely related non-classroom experience at the rate of one year of credit (not to exceed seven years total) for each two years of experience-~~outside the teaching field~~, where such activity occurs beyond years of required experience that are used by a state agency in awarding a

Commented [MWS4]: Removed private teaching. Verification difficult to impossible.

Commented [MA5]: Moved from 3.1.C(1)

Commented [MWS6]: Removed, unnecessary as there is already the "closely related non-classroom experience." Now includes all closely related non-classroom experience meeting criteria.

credential or Minimum Qualifications. All such experience shall be subject to evaluation and approval by the District in the same timely fashion as stipulated in 3.2. Experience and additional educational degrees that were afforded the applicant in securing the position during the interview process shall be considered in the initial placement of the new hire on the salary schedule.

(4) The Governing Board reserves the right to make those exceptions in salary placement it may deem essential to student, patron, or District welfare when in the Governing Board's judgment such action is required.

3.3 B. Advancement on the full-time salary schedule will be subject to all of the following conditions:

(1) Evaluation of course credit shall be made by the District upon the recommendation of the College President or his/her designee. VCCCD HR shall inform the faculty member of the receipt of the individual's request for course credit advancement by email within five (5) working days, and shall respond to the faculty member's request within 30 working days, assuming no additional questions. Course credit shall be submitted on Form N.

(+)(2) Notice of intent to complete academic units necessary to qualify for higher salary classification must be filed in the District's Human Resources Office not later than June 1 of the year preceding the academic year in which salary advancement will be sought. Confirmation of units completed must be provided to the District Human Resources Office prior to the beginning date of assignment in the academic year in which advancement is sought. Verification (by official transcript) of completed units must be provided to the District Human Resources Office not later than November 1 of the year in which advancement is made.

(2)(3) Unit credit shall not be counted toward advancement on the salary schedule unless all of the following conditions are met:

- a. Unit credit shall be completed in an institution accredited by a Regional Accrediting Commission which is recognized by the Federation of Regional Accrediting Commissions of Higher Education.
- b. The units completed are related to the faculty member's assignment; or are obtained pursuant to a plan of study that has received prior approval by the Chancellor or his/her designee; or are unrelated to the faculty member's assignment, but have received prior approval by the Chancellor or his/her designee.
- c. The unit credit completed is upper division or graduate level except as follows:
  - 1) lower division units completed by a vocational instructor who does not possess a bachelor's degree when such units are directly related to the major area of assignment;

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- 2) a maximum of ten (10) lower division units completed in foreign language;
- 3) a maximum of six (6) lower division units completed to provide computer literacy;
- 4) a maximum of nine (9) lower division units completed to provide sensitivity to, and understanding of the diverse academic, social, economic, cultural, disability, and ethnic backgrounds of community college students. Introductory, general survey courses, such as Introduction to Sociology, Economics, Anthropology, or Psychology, etc., are excluded from this category.

- ~~c. Normally, not more than nine units total completed in correspondence or home study institutes, as administered by an accredited institution, may be counted for placement or advancement on the salary schedule. Exceptions to the nine unit total must be approved in advance by the Chancellor or his/her designee.~~
- ~~d. Units completed in correspondence or home study institutes are not eligible for consideration for placement or advancement on the salary schedule.~~

~~d.e.~~ To be counted for advancement beyond Column I, all units must be completed subsequent to the receipt of a Bachelor's degree from a regionally accredited institution. **For instructors whose discipline requires professional experience directly or closely related to the discipline of the assignment, does not typically require a Master's degree as stipulated in the current "Minimum Qualifications for Faculty and Administrators in California Community Colleges" handbook, units achieved prior to a Bachelor's degree but subsequent to initial salary placement on hire shall result in movement from one step to a higher step in the same column, at the rate of one step per fifteen (15) semester units, to a maximum of thirty (30) semester units (or two steps).**

Commented [MWS7]: Language from MQ handbook

~~(3)~~(4) A faculty member holding more than 67% of a full-time contract, and employed for more than 50% of the contract days specified in this Agreement (or who is on a paid leave or is otherwise eligible for salary advancement pursuant to Article 8 of the Agreement) shall receive yearly salary advancement of one step, subject to the provisions of this Agreement.

3.3.C. The evaluation of professional training or credits and/or degrees from foreign institutions not on the accredited list of the California State Department of Education may be submitted by the District for evaluation and comparability to such accredited institutions by any of the admissions offices of the University of California. The District shall respond within sixty (60) working days to the faculty member seeking evaluation of said professional training or credits.

3.4 Rates for Non-Contract Assignments

3.4 A. All daily substitute faculty and all other faculty paid on hourly basis, including



Summer Intersession faculty, shall be paid at the rates specified below, provided that:

(1) The service performed by a contract faculty member who is performing such service is in addition to any requirements prescribed as a part of such faculty member's regular contract employment.

(2) Non-contract faculty who are not otherwise employed by the District will be compensated at ~~one-half their~~ hourly rate of pay, up to ~~three-five (5)~~ hours per semester, for:

- attendance at division ~~meetings held on non-flex days~~
- attendance at department meetings ~~held on non-flex days.~~

The hold harmless salary schedule is "locked-in" as published for fiscal year 2007-2008 and will not be increased by any future increases applied to the classroom or non-classroom salary schedule. Individual faculty salaries will be compared to the hold harmless schedule at the column and step each were paid in fiscal year 2007-2008. Those faculty who were paid in 2007-2008 from the hourly faculty salary schedule will be held harmless to that rate. Faculty who were employed prior to 2007-2008, have a PAL and longevity (i.e., they worked in at least one of the last 8 semesters), but did not work in 2007-2008 will be "held harmless" to the rate they made when they last worked. They will be given a hold harmless pay schedule rate closest to, but not less than, the rate they were last paid. Their appropriate current "load" rate will be compared to their hold harmless rate and they will be paid at the higher of the two. (Hold harmless rates for these faculty will be assigned only through 2010-2011. After that time, all faculty will either have a hold harmless rate or if not will be placed on the load schedule rate appropriate for their assignment.)

3.4.B. Effective July 1, ~~2013~~<sup>2016</sup>, compensation for non-contract services, including summer intersession, shall be based upon the following schedules.

SALARY SCHEDULES FOR PART-TIME ACADEMIC

FACULTY CLASSROOM SALARY SCHEDULE			
PER .1 LOAD			
EFFECTIVE FALL <del>2013</del> <sup>2016</sup>			
STEP	CLASS I Credential	CLASS II Masters	CLASS III Earned Doctorate
<del>1</del>	<del>1,561</del>	<del>1,873</del>	<del>2,185</del>
<del>2</del> 1	1,639	1,952	2,262
<del>3</del> 2	1,716	2,028	2,342
<del>4</del> 3	1,796	2,107	2,418
<del>5</del> 4	1,873	2,185	2,496
<del>6</del> 5	1,952	2,262	2,574
<del>7</del> 6	2,028	2,342	2,653
<del>7</del> 7	2,107	2,418	2,733
<del>8</del> 8	2,185	2,496	2,813

Commented [oc8]: Updated figures per 2016 negotiations  
Will need to be updated upon acceptance of 3.1.D.

FACULTY NON-CLASSROOM SALARY SCHEDULE PER .1 LOAD EFFECTIVE FALL 20132016			
STEP	CLASS I Credential	CLASS II Masters	CLASS III Earned Doctorate
<del>1</del>	<del>2,082</del>	<del>2,496</del>	<del>2,912</del>
<del>2</del> 1	2,185	2,601	3,017
<del>3</del> 2	2,288	2,705	3,122
4 3	2,393	2,808	3,225
5 4	2,496	2,912	3,329
6 5	2,601	3,017	3,434
7 6	2,705	3,122	3,537
7 7	2,808	3,225	3,642
8 8	2,912	3,329	3,747

Commented [oc9]: Updated figures per 2016 negotiations  
Will need to be updated upon acceptance of 3.1.D.

The hourly salary schedule shown below (Table 3.4.B(1)) will be used to pay for the following assignments:

- o Stipends
- o Facilitators
- o Work experience
- o Non-contract faculty office hours
- o Department Chair evaluation pay (Section 13.1.F(3))
- o Pay for non-contract faculty attendance at Division and Department meetings (Section 3.4.A(2).)

Timesheets will be required for all positions listed above and for substitutes, counselors with "up to hours," cancellations of class after the beginning of the class, and a few classes with varying hours such as private lessons. Although these will require timesheets, they will be calculated and paid based on load or "hold harmless" if applicable.

Full term classes will be paid in five equal payments. Short term classes will be paid in equal payments. For short term classes that begin on or before the 15<sup>th</sup>, the first payment will occur at the end of the month in which the class begins and end the month the class ends. For short-term classes that begin after the 15<sup>th</sup> of the month, payments will begin following the month the class begins and ending the month the class ends.

Extra-large class stipends will be calculated on census date and will be paid in the months following the census calculation. The extra-large class stipend will not require an offer. Census information will be transferred to the payroll system and verified solely by payroll records.

3.4.B(1)

FACULTY HOURLY SALARY SCHEDULE EFFECTIVE FALL 20132016			
STEP	CLASS I Credential	CLASS II Masters	CLASS III Earned Doctorate
1	54.79	59.28	68.97
2	57.52	64.14	73.79
3	59.92	68.97	78.64

Commented [oc10]: Updated figures per 2016 negotiations  
Commented [VPK11]: Update upon acceptance of 3.1.D.

4	64.12	73.33	83.49
5	75.00	84.68	94.29
6	75.00	84.68	94.29
7	75.00	84.68	94.29

3.4.C. ~~With regard to initial placement on the part-time faculty salary schedule, new non-contract employees shall receive a maximum of three years credit for any combination of prior full-time teaching experience, and pro-rata part-time teaching experience, and (for disciplines which require it) professional non-teaching experience directly related to the discipline of the assignment for the purpose of salary-step placement. Placement shall not exceed Class II for non-credit teaching assignments. New non-contract employees must provide written documentation of non-district teaching experience not later than thirty (30) days following hire.~~

Commented [MA12]: Moved from 3.1.C(1)

3.4.D.

- (1) Movement from the "Credential" column to the "Master's Degree" column of the non-contract salary schedule requires possession of a Master's degree; or, for vocationally credentialed instructors only, at least four semesters of service at the 7th step of the "Credential" column.
- (2) Payment for services for regularly-scheduled semester-long assignments shall be made in five equal monthly installments during a semester.
- (3) Deductions for faculty services not rendered, and otherwise not compensable under the terms of this Agreement for regularly-scheduled semester-long assignments shall be made at the appropriate rate specified in Section 3.4.B for each hour for which services are not rendered.
- (4) When a faculty member completes only a portion of a regularly-scheduled semester-long assignment, compensation shall be made for that portion at the appropriate rate specified in Section 3.4B for hours of service actually rendered.
- (5) With the implementation of the new non-contract faculty salary schedule, effective July 1, 2008, based on load, no current faculty member shall have his/her salary reduced from the comparable rate (s)he is currently being paid for an equivalent load/assignment. A faculty member currently earning at a rate higher than in the new schedule will not receive increase until his/her rate in the new salary schedule is greater than his/her current rate.

3.4.E. Years of service for the purpose of establishing ~~rates of pay advancement~~ under the non-contract salary schedule shall be calculated by the District on the basis of faculty members' academic service in the District. Faculty will advance on the 7-step part-time schedule in the following manner and subject to the following ~~conditions~~:

- (1) Advancement from one step to the next will occur beginning the semester after the faculty member completes four semesters of creditable service. Creditable service is the maximum of ~~two-three~~ semesters of service within one academic year at Ventura County Community College District beginning with the fall semester. Salary advancements will be made only in the fall and spring semesters.

Commented [MWS13]: Not initial placement, but salary movement. Initial placement is addressed above.

- (2) If a faculty member receives credit for full-time or part-time teaching experience or (for disciplines which require it) professional non-teaching experience directly or closely related to the discipline of the assignment upon initial placement on the salary schedule pursuant to Section 3.4.C-3.3.A.23.1.C(1) of the Agreement, this service will be counted as "creditable service" for advancement purposes.
- (3) The maximum credit for salary advancement under this section shall be two semesters in any one academic year beginning with the fall semester and ending with the summer intersession.
- (4) One semester of service shall require the teaching of at least one ~~full-~~semester course of one unit or more or its equivalent.
- (5) One full season of coaching shall be considered equal to one semester.
- (6) One ~~full-~~summer intersession of service shall equal one semester. No more than one semester of creditable service may be accrued by any faculty member in any summer regardless of how many summer intersessions he or she may teach.
- (7) For non-classroom faculty, 100-48 hours or more of academic non-classroom service in a single semester shall equal one semester.
- ~~(6) For the purpose of compensating for non-credit teaching assignments, faculty with such assignments shall not advance beyond Class II.~~

3-63.5 Stipend Agreement

3.6.A.3.5.A The following faculty who regularly perform the following designated assignments which necessarily extend beyond the normal college day shall be compensated for such according to the following stipend formula based upon the current hourly rate:

- (1) **Coaching (per season)**
  - a. Basketball 110 hours + 20 hours for Head Coach
  - b. Track 80 hours + 20 hours for Head Coach
  - c. Cross Country 80 hours + 20 hours for Head Coach
  - d. Tennis 80 hours + 20 hours for Head Coach
  - e. Swimming 80 hours + 20 hours for Head Coach
  - f. Football 110 hours + 20 hours for Head Coach
  - g. Baseball 110 hours + 20 hours for Head Coach
  - h. Golf 80 hours + 20 hours for Head Coach
  - i. Wrestling 80 hours + 20 hours for Head Coach
  - j. Water Polo 80 hours + 20 hours for Head Coach
  
  - k. Softball 110 hours + 20 hours for Head Coach
  - l. Volleyball 80 hours + 20 hours for Head Coach

- m. Soccer 80 hours + 20 hours for Head Coach
- ~~n. Athletic Director~~ ~~Minimum 20 hours per semester (for 1-10 teams)~~  
~~Minimum 30 hours per semester (for 11-15 teams)~~  
~~Minimum 40 hours per semester (for 16+ teams)~~
- ~~(2) Directing (2) and~~
- ~~(2)(3) Producing and Other Institutional Support/Service~~
- a. Music Groups 80-100 hours per major production (e.g., operas, musicals, etc.)
- b. Drama/Theater 1) 50 hours per major production for director  
2) 50 hours per major production for producer
- c. Forensics 90 hours + 20 hours for Head Coach per semester
- d. Dance 50-80 hours per major production
- e. Journalism 80 hours per semester
- f. Literary Magazine 50 hours per major issue
- g. Art Gallery 50 hours per gallery
- ~~h. Telecommunications 50 hours per major production~~
- ~~hi. Model United Nations 45 hours per academic year~~
- ~~ii. Automotive 45 hours per academic year~~
- ~~Technology (e.g., T-TEN Program, NATEF, ASE, etc.)~~
- ~~i. Diesel Technology 45 hours per academic year~~

Commented [MWS14]: Significantly less than current practice.

3.6.B.3.5.B The amounts set forth as compensation for extra assignments under Section 3.5 of the Agreement shall be interpreted as lump-sum dollar stipends for the performance of various types of extra responsibilities, and shall be payable in pro-rata shares during a semester or season, whichever is applicable, to members of the Unit performing such assignments, irrespective of the actual number of hours expended in the performance of such duties. For the purpose of calculating the stipends payable under this section, the rates specified in Section 3.4 shall be utilized. ~~Stipends listed in 3.5.A shall not be considered in determining whether a faculty member is working .67 FTE load under Education Code Section 87482.5~~

3.6.C.3.5.C College management retains the right to determine the number and scope of sports, teams, groups, productions; or issues eligible for stipends under Section 3.5 that exceed the requirement for a course or activity as defined in the college catalog.

3.6.D.3.5.D Head coaches of combined men's and women's teams shall receive an additional 20 hours per semester. If there is only one coach who has no assistant

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coach and she/he assumes responsibility for both a men's and women's team, the single coach will receive will receive an additional 20 hours per semester.

3.6

3.6.A **Extra Contract Assignments**

Extra days for extended contracts shall be comparable to those in academic year 1997-1998, unless the affected faculty member agrees to a different schedule of such extra days, or their Department Chair compensation in accordance with Article 13 modifies their extra day assignment.

Non-classroom faculty may include days between the end of the Fall semester and the beginning of the Spring semester, as well as spring break, as contract days with the approval of the Dean.

Designated positions shall receive contracts in excess of ten months for assignments indicated. any faculty position that has Coordinator, Coordinator/Instructor or Counselor/Coordinator in the official job title shall be an eleven (11) month assignment:

<b>Position/Official Job Title</b>	<b>Time Subject to Assignment in School Months</b>
Instructor/Department Chair	10 ¼, 10 ½, or 10 ¾
Aquatics Coordinator	11 months
Counselor	11 months
Coordinator, Student Health Services	11 months
EOPS Counselor/Coordinator	11 months
Coordinator, DSPS	11 months
Veteran's Counselor/Coordinator	11 months
Coordinator of Institutional Research	11 months
Student Personnel Worker	11 months
Coordinator of Institutional Development	11 months
Nursing Coordinator/Director	11 months
EATM Coordinator	11 months
Title III Coordinator	11 months
Athletic Director	11 months
Matriculation Coordinator	11 months
Assessment/Retention Specialist	11 months
Coordinator, Dental Hygiene	11 months
PACE Coordinator/Instructor	11 months
Off-Campus Programs Coordinator	11 months
Transfer Center Coordinator	11 months
Title V Coordinator	11 months

No faculty will be harmed in making modifications to the ~~above~~ list of titles present of on the June 30 2016 CBA. Any faculty member with a designated focus (e.g., EAC DSPS Counselor) shall not be changed as a result of the above modifications.

Extra days of assignments for extended contract for **all** coaching positions shall be determined by the dean in consultation with the Athletic Director and coaches prior to the start of the academic year.

Extra days shall be calculated by the number of non-contractual days, excluding weekends, that fall during the sport's entire season, from when practice begins through the end of playoffs. (The Commission on Athletics Constitution shall be used to determine the dates of the start of practice and the end of playoffs for all sports.)

The amount of the extra contract shall be determined by dividing the number of non-contractual days (as outlined above) by 175. Example: Softball season practice begins Jan. 9 and playoffs end May 13. During this season there are eight non-contractual days (three holidays and five break days). Eight divided by 175 is .0457. The extended contract for the Head Coach for softball would be .0457 of a year.

Faculty who are in a coaching position on July 1, 2001 will not have their extra days of assignment reduced because of the implementation of this agreement.

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3.7 **Monthly Rates on Instructor Salary Schedule**

The basic monthly rate for a contract faculty member shall be one tenth of the yearly salary for the class and step in which such faculty member has been placed pursuant to the criteria and salary schedule set forth in this Article.



**3.8 Contract Faculty Service Increments**

Service Increments based on years of service to the Ventura County Community College District, including continuous service to the Ventura Union High School District prior to July 1, 1962, shall be added to the base salaries as follows:

YEARS	Reflects base salary at Step 16 plus longevity increment				
17-20 6% of CL1, ST1	+3,071.34 90,819.34	98,130.34	103,004.34	105,443.34	110,320.34
21-24 9% of CL1, ST1	+4,607.01 92,355.01	99,666.01	104,540.01	106,979.01	111,856.01
25-28 12% of CL1, ST1	+6,142.68 93,890.68	101,201.68	106,075.68	108,514.68	113,391.68
29-32 15% of CL1, ST1	+7,678.35 95,426.35	102,737.35	107,611.35	110,050.35	114,927.35
33+ 18% of CL1, ST1	+9,214.02 96,962.02	104,273.02	109,147.02	111,586.02	116,463.02

YEARS	Reflects base salary at Step 15 plus longevity increment				
16-20 6% of CL1, ST1	82,278.95	86,952.95	91,625.95	96,300.95	100,977.95
21-25 9% of CL1, ST1	83,681.43	88,355.43	93,028.43	97,703.43	102,380.43
26-30 12% of CL1, ST1	85,083.91	89,757.91	94,430.91	99,105.91	103,782.91
31+ 15% of CL1, ST1	86,486.38	91,160.38	95,833.38	100,508.38	105,185.38

**3.9 Non-Contract Faculty Service Increments**

A \$500 annual service increment based on years of service to the District shall be added to the basic salary of a non-contract faculty member after every 30 semesters of service for those academic years in which such faculty member is employed by the District. This provision applies only to non-contract faculty.

**3.10 State Certification Salary Credit**

A \$250 per semester salary credit will be added to Classes I through IV for contract faculty and a pro-rata salary credit commensurate with the semester load shall be added for non-contract members who are admitted to practice before the California Bar, are Certified

Public Accountants, or who hold ~~State of California~~ registration, certification, or licensure from the State of California for Engineer, Architect, ~~or Landscape Architect, Radiological Technician, EMT/Paramedics, Automotive Technician, Registered Nurse, or Dental Hygienist~~, if and only if such faculty member is teaching a course that is specifically and directly related to the holding of such State certification as determined by which discipline the course is assigned to on the Course Outline of Record in conjunction with the current "Minimum Qualifications for Faculty and Administrators in California Community Colleges" handbook. Faculty shall not be eligible for more than one salary credit per semester.

**3.11 Temporary Faculty**

Temporary faculty (substitutes) shall be paid on a monthly basis, from the first day of assignment, limited to a maximum salary equal to Step 8 in Class I when such assignment occurs under one of the following conditions:

- 3.11.A. To replace a contract or regular faculty member who is on leave of absence for one semester or longer, when such replacement requires the temporary faculty member to work more than 67% of a full-time assignment; or
- 3.11.B. When such temporary faculty member replaces the same contract or regular faculty member for a period of more than 20 consecutive working days at more than 67% of a full-time assignment; or
- 3.11.C. To meet a temporary increase in enrollment which, in the judgment of the District will not warrant creation of a permanent position, but which requires that the temporary faculty member work more than 67% percent of a full-time assignment.

~~3.12~~ Compensation of faculty members for independent research and development activities in excess of those normally considered part of a faculty member's workload, shall continue to be provided in those instances where District ~~or College determines its needs warrant and Research and Development Committee evaluations of a~~ research and development proposals that indicate that such compensation for any research and development project, whether proposed by a faculty member or requested by the District, shall be established by the District on the basis of available budget funds, the probable value of the completed research and development to the District educational programs, and the anticipated amount of work needed to complete such research and development.

3.13 Voluntary Deductions

The District will provide to all faculty access to voluntary deductions for approved vendor accounts, which may include, but are not limited to, Roth 403(b) and 403(b) IRAs. Prior to any changes being made to approved vendors, the District shall notify all faculty of said changes.

