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PROPOSAL FROM THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
TO THE
PASADENA CITY COLLEGE FACULTY ASSOCIATION
June 16, 2025

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

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ARTICLE 12
THE SALARY SCHEDULES

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

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23
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Salary Schedule Adjustments

25 12.0.A Effective July 1, 2025, each cell of all Part-Time Faculty Salary Schedules
26 shall be increased by seventy percent (70%) of the funded Cost-of-Living-
27 Adjustment (COLA) designated for community colleges in the State Final
28 Budget for the fiscal year of 2025-2026. Only unit members currently
29 employed on the date of the Board approval will receive this salary
30 increase.

31
32 Effective July 1, 2025, each cell of all Full-time Salary Schedules shall be
33 increased by seventy percent (70%) of COLA designated for community
34 colleges in the State Final Budget for the fiscal year of 2025-2026. Only
35 unit members currently employed on the date of the Board approval will
36 receive this salary increase.

37
38 12.0.B Regarding the 2026-2027 fiscal year, the parties agree to re-open the
39 Agreement in that year specifically for 12.0.B with respect to the Full-Time
40 Faculty Salary Schedule and Part-Time Faculty Salary Schedules only for
41 that fiscal year.

42
43 12.0.C Regarding the 2027-2028 fiscal year, the parties agree to re-open the
44 Agreement in that year specifically for 12.0.C with respect to the Full-Time
45 Faculty Salary Schedule and Part-Time Faculty Salary Schedules only for
46 that fiscal year.
47

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

52 53 54 **INITIAL STEP PLACEMENT**

55
56 For unit members, previous paid employment experience (as an instructor, librarian, counselor,
57 school nurse, or other certificated employee) is counted on a year-for-year basis if it was equivalent
58 to the job/work assignment, such as full-time teaching in a college environment.

59
60 For purposes of calculating initial step placement, at the time of initial employment, full-time and
61 part-time faculty members may be awarded placement credit for non-instructional occupational
62 experience provided that it directly relates to the District assignment. Credit granted will be at the rate
63 of one full year of credit for one full-time year of related experiences. No placement based upon any
64 combination of past instructional experience and past non-instructional occupational experience will
65 be higher than step 14 for full-time faculty and step 7 for part-time faculty on the salary schedule.
66 Credit for non-instructional and instructional experience may be earned simultaneously. The new
67 full-time faculty member will submit to Human Resources at least one of the following:

68
69 (1) A completed Request for Verification of Work Experience Form (obtained from Human
70 Resources) from each former employer; or

71
72 (2) A letter on the employer's or contractor's letterhead verifying work experiences and dates
73 of employment, and whether the employment was full-time or part-time.

74
75 All verified documentation must be submitted to Human Resources within 30 days of the faculty
76 member's appointment.

77 78 **THE FULL-TIME MONTHLY, OVERLOAD, AND INTERSESSION SALARY** 79 **SCHEDULES (SCHEDULES A, C, and O)**

80
81 Initial placement on the academic credit contract schedule recognizes, on a
82 year-for-year basis, up to a maximum of fourteen (14) years, full-time
83 equivalent District-approved experience and part-time teaching up to the
84 equivalent of three (3) years full-time during the preceding five (5) years.
85 Full-time, on-campus classified service will be recognized to the extent that
86 placement on the academic salary schedule will not result in a monthly salary
87 reduction. [This language is status quo for all full-time teaching salary
88 schedules. This same language appears on the monthly, overload, and
89 intersession schedules (Schedules A, C, O).]

90
91 The designation of the class on the schedule is determined as follows:

92
93 12.0.1 **Class A** Minimum Qualifications

94
95 12.0.2 - **Class B**

96

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

101 12.0.3 - **Class C**

- 102
103 I. MA + 36 or BA + 72
104 II. Thirty-six (36) units beyond those required for the
105 minimum qualifications, including a Bachelor's Degree
106

107 12.0.4 - **Class D**

- 108
109 I. MA + 54 or BA + 90
110 II. Fifty-four (54) units beyond those required for
111 minimum qualifications, including a Master's
112 Degree
113

114 12.0.5 - **Class E**

115 **Doctoral Degree.** Attainment of the doctoral degree from an
116 accredited institution of higher education. The District shall be the
117 final arbiter in assessing the qualifications of doctorates.
118

119 12.0.6 The two categories within Classes B, C, and D are as follows:

- 120 a. **Category I** Open to faculty in subject matter areas in which a
121 Bachelor's Degree or higher is offered;
122
123 b. **Category II** Open only to faculty in the following areas
124 in which no Bachelor's Degree is offered:
125

- 126 Administration of Justice
127 Advertising/Graphic Design
128 Automotive Technology
129 Building Construction
130 Business Information Technology
131 Computer Information Systems
132 Cosmetology and Barbering
133 Dental Assisting
134 Dental Hygiene
135 Dental Laboratory Technology
136 Drafting – Mechanical
137 Drafting Electrical Technology
138 Electronics Technology
139 Emergency Medical Technology
140 Environmental Technology
141 Fashion
142 Fire Technology
143 Food Services
144 Legal Assisting
145 Machine Shop Technology

146 Medical Assisting
147 Photographic Technology/ Commercial
148 Photography
149 Printing Technology
150 Radiologic Technology
151 Sign Art
152 Telecommunications
153 Vocational Nursing
154 Welding
155

156 **12.1 ADJUNCT CREDIT AND NONCREDIT SEMESTER AND INTERSESSION SALARY**
157 **SCHEDULES (SCHEDULES B AND G)**
158

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

164 Initial placement of the schedule recognizes on a year-for-year basis up to six years suitable
165 teaching experience and/or vocational experience exceeding that required to meet minimum
166 teaching qualifications. [This language is status quo for all adjunct teaching salary
167 schedules. This same language appears on the adjunct semester and intersession schedules
168 (Schedules B and G).]
169

170 The designation of the class on the schedule is determined as follows:
171

172 **12.1.1 - Class A**

173 Minimum Qualifications

174
175 **12.1.2 - Class B**
176

- 177 I. MA + 18 or BA + 54
178 II. Eighteen (18) units beyond those required for the
179 minimum qualifications, including an Associate of Arts
180 Degree (or equivalent)
181

182 **12.1.3 - Class C**
183

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

187 **12.1.4 - Class D**
188

- 189 I. MA + 54 or BA + 90
190 II. Fifty-four (54) units beyond those required for
191 minimum qualifications, including a Master's
192 Degree
193

194 12.1.5 - **Class E**

195 **Doctoral Degree.** Attainment of the doctoral degree from an
196 accredited institution of higher education. The District shall be
197 the final arbiter in assessing the qualifications of doctorates.
198

199 12.1.6 The two categories within Classes B, C, and D are as follows:

200 c. **Category I** Open to faculty in subject matter areas in which a
201 Bachelor's Degree or higher is offered;

202 d. **Category II** Open only to faculty in the following areas
203 in which no Bachelor's Degree is offered:
204

205 Administration of Justice

206 Advertising/Graphic Design

207 Automotive Technology

208 Building Construction

209 Business Information Technology

210 Computer Information Systems

211 Cosmetology and Barbering

212 Dental Assisting

213 Dental Hygiene

214 Dental Laboratory Technology

215 Drafting – Mechanical

216 Drafting Electrical Technology

217 Electronics Technology

218 Emergency Medical Technology

219 Environmental Technology

220 Fashion

221 Fire Technology

222 Food Services

223 Legal Assisting

224 Machine Shop Technology

225 Medical Assisting

226 Photographic Technology/ Commercial Photography

227 Printing Technology

228 Radiologic Technology

229 Sign Art

230 Telecommunications

231 Vocational Nursing

232 Welding
233

234
235 **12.2 THE NONTEACHING MONTHLY AND OVERLOAD SCHEDULES (SCHEDULES R and**
236 **X)**

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

242
243 **CLASS A**
244 Minimum Qualifications.
245

246 **CLASS B**
247 I. MA + 18 or BA + 54.
248 II. Eighteen units beyond those required for the minimum
249 qualifications, including an associate degree (or equivalent***).
250

251 **CLASS C**
252 I. MA + 36 or BA + 72.
253 II. Thirty-six units beyond those required for the minimum qualifications, including a
254 bachelor's degree.
255

256 **CLASS D**
257 I. MA + 54 or BA + 90.
258 II. Fifty-four (54) units beyond those required for minimum qualifications, including a master's
259 degree.
260

261 **CLASS E**
262 I. For academic disciplines: possession of an earned doctorate from an accredited institution
263 II. For vocational disciplines: completion of a bachelor's degree and
264 graduation from a three-year program at a professionally oriented
265 institution recognized and approved by the California Community Colleges
266 Chancellor's Office which degree can be translated to the equivalent of a
267 doctorate.
268

269 **CLASSES B, C, D (Category II)**
270 Open only to faculty in the following subject matter areas in which no bachelor's degree is
271 offered:

272 Administration of Justice	Fashion
273 Advertising/Graphic Design	Fire Technology
274 Automotive Technology	Food Services
275 Building Construction	Legal Assisting
276 Business Information Technology	Machine Shop Technology
277 Computer Information Systems	Medical Assisting
278 Cosmetology and Barbering	Photographic Technology
279 Dental Assisting	Commercial Photography
280 Dental Hygiene	Printing Technology
281 Dental Laboratory Technology	Radiologic Technology
282 Drafting--Mechanical Drafting	Sign Art
283 Electrical Technology	Telecommunications
284 Electronics Technology	Vocational Nursing

326	Automotive Technology	Food Services
327	Building Construction	Legal Assisting
328	Business Information Technology	Machine Shop Technology
329	Computer Information Systems	Medical Assisting
330	Cosmetology and Barbering	Photographic Technology
331	Dental Assisting	Commercial Photography
332	Dental Hygiene	Printing Technology
333	Dental Laboratory Technology	Radiologic Technology
334	Drafting--Mechanical Drafting	Sign Art
335	Electrical Technology	Telecommunications
336	Electronics Technology	Vocational Nursing
337	Emergency Medical Technology	Welding

338
339 ***60 semester units
340

341 **12.4 ANNUAL CONTRACT SALARIES**

342 **12.4.1** The annual contract salaries shall be determined in the following
343 manner:

344
345 **12.4.2** Determine the employee's classification and step on the basic
346 tently payment salary schedule (Classes A through Doctor's Degree,
347 Steps 1 through 33);

348
349 **12.4.3** Multiply this product by the appropriate responsibility ratio;

350
351 **12.4.4** Multiply this product by the number of months specified in the
352 time assignment for the position to determine the annual salary.

353 **12.5 ADVANCEMENT ON THE CONTRACT SCHEDULES**

354 **12.5.1** Vertical advancement on the salary schedules occurs only if the
355 service has been rendered for at least three-fourths of the academic
356 year in the case of those on contract. Step or class changes occur July
357 1 following official certification of completion of the degree(s) or
358 unit(s). Advancement for completion of a master's degree or a
359 doctor's degree will be granted in the month following notification of
360 the completion of the degree requirements.

361
362 **12.5.2** Class and step changes are granted contingent on satisfactory
363 performance as evidenced by a current satisfactory evaluation.

364

365 **12.6 ADVANCEMENT ON THE HOURLY SCHEDULE**

366 **12.6.1** For the purposes of hourly compensation, regular and contract
367 unit members who had been placed on an hourly schedule prior to
368 employment as a regular or contract unit member will continue to be
369 paid on the hourly schedule until such time as the overload rate on
370 Schedule A is equal to or greater than the rate of the hourly schedule.
371 Such members are not eligible to advance on the hourly schedule.
372 Vertical advancement on the hourly schedules for eligible unit
373 members occurs when a unit member has:

- 374
- 375 a. Advanced to a step on the Annual Contract Schedule that is higher than the
376 current placement on the appropriate hourly schedule, or
 - 377
 - 378 b. For the Credit Hourly Schedule B taught at least 150 hours in the credit
379 program since the initial placement or the last step placement, or
 - 380
 - 381 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours in the
382 credit program since initial placement or the last step placement, or
 - 383
 - 384 d. For Noncredit Hourly Schedule D taught at least 400 hours in the noncredit
385 program since initial placement or the last step placement.

386

387 12.6.2 Hours in excess of 225 (credit-B), 530 (credit-C) and 900 (noncredit-D) will carry
388 over into the next step accumulation.

389

390 **12.7 APPLICATION FOR ADVANCEMENT**

391

392 12.7.1 To qualify for a higher salary classification for the subsequent semester, an
393 academic employee must present the form “Application for Salary Change” to the
394 Office of Human Resources by the last day of the prior semester. All work
395 designated on the application form must be verified official transcripts received in
396 the Office of Human Resources. The decision for disapproval of a step or class
397 change is the responsibility of the Vice President for Instruction.

398

399 12.7.2 Acceptable Study. Upper division or graduate units from an accredited college or
400 university are acceptable for advancement on the salary schedule provided that the
401 course is not a repeat and is related to the current assignment or represents a
402 reasonable objective for future local employment.

403

404 12.7.2.1 District and Association agree that unit members will be moved to the
405 appropriate place on the doctoral column of the salary schedule when
406 they have attained a doctoral degree from an accredited institution of
407 higher education.

408

409 12.7.2.2 Community college courses are allowed if they are approved in advance
410 by the Vice President for Instruction as part of a planned program of at
411 least twelve (12) units, including upper division and/or graduate work.
412 Miscellaneous community college courses, not in an approved plan, may
413 be allowed if appropriate under Section 12.6.3.c. This course work must
414 be directly related to a teaching assignment and not a repetition of

415 previous work. Courses that are audited are not allowed.
416

417
418 **12.8 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES**
419

420 **12.8.1 Pay Days.** Salary payments for monthly bargaining unit members shall be made on
421 or before the fifth work day after the close of the calendar months for which
422 payment is due except as otherwise indicated below.
423

424 12.8.1.1 The District will extend to full-time faculty the option of receiving their
425 annual contract salary paid over twelve (12) months.
426

427 12.8.1.2 Any request to change from a ten month to a twelve month salary
428 schedule must be received in the Fiscal Services office by the last
429 working day in May of any academic year.
430

431 12.8.1.3 In the event of separation of service from the District, if a unit member
432 receives salary payment beyond the earned amount, as determined by the
433 Education Code adjustment process, the unit member will make a
434 reimbursement within thirty (30) days of notice and/or the unit member's
435 final compensation will be appropriately adjusted.
436

437 12.8.2 **Deduction for Unpaid Absence.** Deduction for personal (unpaid) absence, whether
438 because of unpaid leave or employment after the first work day of a month or
439 separation from service before the last work day of a month shall be made on the
440 basis of a per diem rate for all persons employed at a monthly salaried rate.
441 Pursuant to Education Code Section 87815, the per diem rate shall be computed
442 fractionally at one divided by the number of work days normal for the employee's
443 contractual services.
444

445 12.8.3 **Retirees.** Contract and regular unit members who retire are eligible for rehire but
446 are not guaranteed employment. Retirees who are offered employment will be
447 compensated at the appropriate part-time salary schedule based on their step and
448 column placement on Schedule A at the time of retirement.
449

450 **12.9 OVERLOAD HOURLY SALARY SCHEDULE**
451

452 12.9.1 **Teaching Faculty.** The hourly schedule for teaching faculty, including the overload
453 differential, can be found in Schedules B-1 and D.
454

455 12.9.2 **Non-teaching Faculty.** An amount equal to four percent (4%) of the hourly rate of
456 any non-teaching academic employee will be added to the hourly rate of such
457 employee, when hourly work is performed on any regular assigned monthly paid
458 work day(s). For the purposes of this section, hourly service in a week which
459 exceeds normal full-time service will be entitled to the four percent (4%)
460 differential, except that in no case will hourly teaching assignments be entitled to
461 the four percent (4%) teaching differential during summer intersessions.
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463 **12.10 FACULTY SUPERVISING INTERNSHIP COURSES**
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465 12.10.1 Faculty supervising for internship courses shall be compensated \$100.00 for each

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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

