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

June 16, 2025

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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 12
THE SALARY SCHEDULES**

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

Salary Schedule Adjustments

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

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

12.0.B Effective July 1, 2026 each cell of all Part-Time Faculty Salary Schedules shall be increased by COLA ~~he parties agree to re-open the Agreement in that year specifically for 12.0.B with respect to the Full-Time Faculty Salary Schedule and Part-Time Faculty Salary Schedules only for that fiscal year.~~

Effective July 1, 2026 each cell of all Full-Time Faculty Salary Schedules shall be increased by COLA

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

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

53 54 55 **INITIAL STEP PLACEMENT**

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

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

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

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

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

78 79 **THE FULL-TIME MONTHLY, OVERLOAD, AND INTERSESSION SALARY** 80 **SCHEDULES (SCHEDULES A, C, and O)**

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

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

93
94 12.0.1 **Class A** Minimum Qualifications

95
96 12.0.2 - **Class B**

97

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

102 12.0.3 - **Class C**

- 103
104 I. MA + 36 or BA + 72
105 II. Thirty-six (36) units beyond those required for the
106 minimum qualifications, including a Bachelor's Degree
107

108 12.0.4 - **Class D**

- 109
110 I. MA + 54 or BA + 90
111 II. Fifty-four (54) units beyond those required for
112 minimum qualifications, including a Master's
113 Degree
114

115 12.0.5 - **Class E**

116 **Doctoral Degree.** Attainment of the doctoral degree from an
117 accredited institution of higher education. The District shall be the
118 final arbiter in assessing the qualifications of doctorates.
119

120 12.0.6 The two categories within Classes B, C, and D are as follows:

- 121 a. **Category I** Open to faculty in subject matter areas in which a
122 Bachelor's Degree or higher is offered;
123
124 b. **Category II** Open only to faculty in the following areas
125 in which no Bachelor's Degree is offered:
126

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

147 Medical Assisting
148 Photographic Technology/ Commercial
149 Photography
150 Printing Technology
151 Radiologic Technology
152 Sign Art
153 Telecommunications
154 Vocational Nursing
155 Welding
156

157 **12.1 ADJUNCT CREDIT AND NONCREDIT SEMESTER AND INTERSESSION SALARY**
158 **SCHEDULES (SCHEDULES B AND G)**
159

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

165 Initial placement of the schedule recognizes on a year-for-year basis up to six years suitable
166 teaching experience and/or vocational experience exceeding that required to meet minimum
167 teaching qualifications. [This language is status quo for all adjunct teaching salary
168 schedules. This same language appears on the adjunct semester and intersession schedules
169 (Schedules B and G).]
170

171 The designation of the class on the schedule is determined as follows:
172

173 **12.1.1 - Class A**

174 Minimum Qualifications

175
176 **12.1.2 - Class B**
177

- 178 I. MA + 18 or BA + 54
179 II. Eighteen (18) units beyond those required for the
180 minimum qualifications, including an Associate of Arts
181 Degree (or equivalent)
182

183 **12.1.3 - Class C**
184

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

188 **12.1.4 - Class D**
189

- 190 I. MA + 54 or BA + 90
191 II. Fifty-four (54) units beyond those required for
192 minimum qualifications, including a Master's
193 Degree
194

195 12.1.5 - **Class E**

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

200 12.1.6 The two categories within Classes B, C, and D are as follows:

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

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

205
206 Administration of Justice

207 Advertising/Graphic Design

208 Automotive Technology

209 Building Construction

210 Business Information Technology

211 Computer Information Systems

212 Cosmetology and Barbering

213 Dental Assisting

214 Dental Hygiene

215 Dental Laboratory Technology

216 Drafting – Mechanical

217 Drafting Electrical Technology

218 Electronics Technology

219 Emergency Medical Technology

220 Environmental Technology

221 Fashion

222 Fire Technology

223 Food Services

224 Legal Assisting

225 Machine Shop Technology

226 Medical Assisting

227 Photographic Technology/ Commercial Photography

228 Printing Technology

229 Radiologic Technology

230 Sign Art

231 Telecommunications

232 Vocational Nursing

233 Welding

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235

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

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

243
244 **CLASS A**
245 Minimum Qualifications.
246

247 **CLASS B**
248 I. MA + 18 or BA + 54.
249 II. Eighteen units beyond those required for the minimum
250 qualifications, including an associate degree (or equivalent***).
251

252 **CLASS C**
253 I. MA + 36 or BA + 72.
254 II. Thirty-six units beyond those required for the minimum qualifications, including a
255 bachelor's degree.
256

257 **CLASS D**
258 I. MA + 54 or BA + 90.
259 II. Fifty-four (54) units beyond those required for minimum qualifications, including a master's
260 degree.
261

262 **CLASS E**
263 I. For academic disciplines: possession of an earned doctorate from an accredited institution
264 II. For vocational disciplines: completion of a bachelor's degree and
265 graduation from a three-year program at a professionally oriented
266 institution recognized and approved by the California Community Colleges
267 Chancellor's Office which degree can be translated to the equivalent of a
268 doctorate.
269

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

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

286 Emergency Medical Technology Welding
287
288 ***60 semester units
289

290 **12.3 ADJUNCT CREDIT NONTEACHING SALARY SCHEDULE (SCHEDULE 5)**

291
292 Effective the semester following board approval of this proposal, all non-instructional adjunct faculty
293 currently compensated according to Schedule H (e.g., adjunct health professional, adjunct nurse
294 practitioner) Initial placement of the schedule recognizes on a year-for-year basis up to 13 years
295 suitable teaching experience and/or vocational experience exceeding that required to meet minimum
296 teaching qualifications.

297 **CLASS A**
298 Minimum Qualifications.
299

300 **CLASS B**
301 I. MA + 18 or BA + 54.
302 II. Eighteen units beyond those required for the minimum qualifications, including an associate
303 degree (or equivalent***).
304

305 **CLASS C**
306 I. MA + 36 or BA + 72.
307 II. Thirty-six units beyond those required for the minimum qualifications, including a bachelor's
308 degree.
309

310 **CLASS D**
311 I. MA + 54 or BA + 90.
312 II. Fifty-four (54) units beyond those required for minimum qualifications, including a master's
313 degree.
314

315 **CLASS E**
316 I. For academic disciplines: possession of an earned doctorate from an accredited institution
317 II. For vocational disciplines: completion of a bachelor's degree and graduation from a three-year
318 program at a professionally oriented institution recognized and approved by the California
319 Community Colleges Chancellor's Office which degree can be translated to the equivalent of a
320 doctorate.
321

322 **CLASSES B, C, D (Category II)**
323 Open only to faculty in the following subject matter areas in which no bachelor's degree is offered:
324

325 Administration of Justice Fashion
326 Advertising/Graphic Design Fire Technology

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

339
340 ***60 semester units
341

342 **12.4 ANNUAL CONTRACT SALARIES**

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

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

349
350 **12.4.3** Multiply this product by the appropriate responsibility ratio;

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

354 **12.5 ADVANCEMENT ON THE CONTRACT SCHEDULES**

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

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

365

366 **12.6 ADVANCEMENT ON THE HOURLY SCHEDULE**

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

- 375
- 376 a. Advanced to a step on the Annual Contract Schedule that is higher than the
377 current placement on the appropriate hourly schedule, or
 - 378
 - 379 b. For the Credit Hourly Schedule B taught at least 150 hours in the credit
380 program since the initial placement or the last step placement, or
 - 381
 - 382 c. For the Credit Hourly Schedule C (Summer), taught at least 400 hours in the
383 credit program since initial placement or the last step placement, or
 - 384
 - 385 d. For Noncredit Hourly Schedule D taught at least 400 hours in the noncredit
386 program since initial placement or the last step placement.
 - 387

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

390

391 **12.7 APPLICATION FOR ADVANCEMENT**

392

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

399

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

404

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

409

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

416 previous work. Courses that are audited are not allowed.
417

418
419 **12.8 CALENDAR-MONTH PAY REGULATIONS AND PROCEDURES**
420

421 **12.8.1 Pay Days.** Salary payments for monthly bargaining unit members shall be made on
422 or before the fifth work day after the close of the calendar months for which
423 payment is due except as otherwise indicated below.
424

425 12.8.1.1 The District will extend to full-time faculty the option of receiving their
426 annual contract salary paid over twelve (12) months.
427

428 12.8.1.2 Any request to change from a ten month to a twelve month salary
429 schedule must be received in the Fiscal Services office by the last
430 working day in May of any academic year.
431

432 12.8.1.3 In the event of separation of service from the District, if a unit member
433 receives salary payment beyond the earned amount, as determined by the
434 Education Code adjustment process, the unit member will make a
435 reimbursement within thirty (30) days of notice and/or the unit member's
436 final compensation will be appropriately adjusted.
437

438 **12.8.2 Deduction for Unpaid Absence.** Deduction for personal (unpaid) absence, whether
439 because of unpaid leave or employment after the first work day of a month or
440 separation from service before the last work day of a month shall be made on the
441 basis of a per diem rate for all persons employed at a monthly salaried rate.
442 Pursuant to Education Code Section 87815, the per diem rate shall be computed
443 fractionally at one divided by the number of work days normal for the employee's
444 contractual services.
445

446 **12.8.3 Retirees.** Contract and regular unit members who retire are eligible for rehire but
447 are not guaranteed employment. Retirees who are offered employment will be
448 compensated at the appropriate part-time salary schedule based on their step and
449 column placement on Schedule A at the time of retirement.
450

451 **12.9 OVERLOAD HOURLY SALARY SCHEDULE**
452

453 **12.9.1 Teaching Faculty.** The hourly schedule for teaching faculty, including the overload
454 differential, can be found in Schedules B-1 and D.
455

456 **12.9.2 Non-teaching Faculty.** An amount equal to four percent (4%) of the hourly rate of
457 any non-teaching academic employee will be added to the hourly rate of such
458 employee, when hourly work is performed on any regular assigned monthly paid
459 work day(s). For the purposes of this section, hourly service in a week which
460 exceeds normal full-time service will be entitled to the four percent (4%)
461 differential, except that in no case will hourly teaching assignments be entitled to
462 the four percent (4%) teaching differential during summer intersessions.
463

464 **12.10 FACULTY SUPERVISING INTERNSHIP COURSES**
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466 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

