

Article 26: Salary Schedule Development

26.01 SALARY SCHEDULE DESCRIPTIONS: All salary schedules shall have four classes (see Article 27.01.B for definitions). The number of steps in different salary schedules varies as described below. (See current salary schedules in Appendix 2.)

- A. **Schedule I: Annual Contract:** For all regular, temporary and probationary faculty, effective July 1, 2000:
 - 1. Classes A, B, C, and D have sixteen annual progression steps.
 - 2. Class A has one (1) Professional Growth Increment step after Step 16: PG-20.
 - 3. Class B has two (2) Professional Growth Increment steps after Step 16: PG-20 and PG-24.
 - 4. Classes C and D have three (3) Professional Growth Increment steps after Step 16: PG-20, PG-24, and PG-28.
- B. **Schedule II: Base Hourly Assignment:** The Base Hourly Assignment Schedule applies to all counselors, librarians and Work Experience faculty for adjunct, overload and Summer school assignments. All classes have nine (9) steps.
- C. **Schedule III: Lecture Hourly Assignment:** The Lecture Hourly Assignment Schedule applies to all adjunct, overload, and Summer school assignments defined as credit lecture. All classes have nine (9) steps.
- D. **Schedule IV: Laboratory Hourly Assignment:** The Laboratory Hourly Assignment Schedule applies to all adjunct, overload, and Summer school assignments defined as credit laboratory. All classes have nine (9) steps. (Note: Adjunct, overload and Summer school ADN faculty will be paid from this schedule for the ADN requirement portion of each ADN credit laboratory assignment.)
- E. **Schedule V: Non-Credit Hourly Assignment:** The Non-credit Hourly Assignment Schedule applies to all adjunct, overload, and Summer school assignments defined as non-credit. All classes have nine (9) steps.
- F. **Schedule VI: CDCP Hourly Assignment:** The CDCP Hourly Assignment Schedule applies to all adjunct, overload, and Summer school assignments approved by the Chancellor's Office as Career Development and College Preparation Courses.

26.02 DEVELOPMENT OF SCHEDULE I: ANNUAL CONTRACT

- A. **Classes:** The Annual Contract pay schedule shall have four Classes A, B, C, and D. See Article 27 for definition of Class placement requirements.
- B. **Steps:** Steps in each class shall be as described in paragraph 26.01.A above.
- C. **Annual Adjustment 1 – Rank Ten:**
 - 1. **AFA Salary Data Study:** By December 15 of each year, AFA will collect the most current salary data for all California Community College Districts, except those relying on Basic Aid for revenue, and organize the data for the Highest Non-Doctorate salaries (SRJC Class C) according to rank on each of the salary steps. The ranked data will be used for structuring the SRJC salary schedules.

2. Schedule 1: Annual Contract shall be adjusted each year to maintain Rank 10 status among all non-basic aid California Community College Districts at the following points of the salary schedule: Class C (Highest Non Doctorate): at Steps 1, 16 and Highest (SRJC Step 28).
3. Any adjustments needed to maintain Rank 10 at Class C Steps 1, 16 and Highest Non-Doctorate (SRJC Step 28) will be applied to the salary schedule July 1 of the year after the data is collected, prior to applying the next year's Automatic Annual COLA Adjustment.
4. The Rank 10 adjustment becomes effective at the beginning of the Fall semester following the July 1 adjustment.

D. Annual Adjustment 2 – Automatic Annual COLA Adjustment

1. On July 1 of each year, or when the State budget for California Community Colleges is approved for that fiscal year, whichever is later, the State COLA, less 0.5%, will be applied to the Salary Schedule to create the salary schedule for that fiscal year.
2. The reduction of COLA by 0.5% will not occur in years when the COLA does not exceed 0.5%.
3. The Automatic Annual COLA Adjustment becomes effective at the beginning of the Fall semester of the fiscal year.
4. 2008-09 Adjustments: Apply any deficit funding factor to the funded 2008-09 COLA prior to allocating COLA, less 0.5%, to faculty salary schedules for the 2008-09 adjustment.

E. **Changes:** Changes to the described Rank Ten methodology may be introduced in future negotiations.

F. Annual Contract Salary Schedule Construction

1. Rank Ten adjustment:
 - a. July 1 of any year: Establish Rank 10 salaries of Class C (Highest Non-Doctorate) at Steps 1, 16 and Highest (SRJC Step 28) from the current AFA Salary Data Study.
 - b. Equally divide the difference between Step 1 and 16 into equal increments, creating equal differences between Steps 1 – 16 of Class C.
 - c. Equally divide the difference between Step 16 and Highest (SRJC Step 28) into three equal increments, creating equal differences between Steps 16, 20, 24 and 28 of Class C. NOTE: These are the Professional Growth Increment Steps and each requires a residency of a minimum of four (4) years and completion of professional development credit prior to movement.
 - d. Class B shall be equal to the value of 1/1.06 of Class C for those steps that exist in Class B.
 - e. Class A shall be equal to the value of 1/1.06 of Class B for those steps that exist in Class A.
 - f. Class D shall be equal to the value of 1.02 of Class C for all steps.

2. COLA adjustment: Each step on the Annual Contract Salary schedule shall be adjusted by the amount of the Automatic Annual Cola Adjustment as determined in paragraph 26.02.D above.

26.03 DEVELOPMENT OF SCHEDULE II: BASE HOURLY ASSIGNMENTS

- A. **Classes:** The Base Hourly Assignments pay schedule shall have four classes defined in the same way as Schedule I: Annual Contract Schedule.
- B. **Steps:** The Base Hourly Assignments pay schedule shall have nine steps in each class. Steps 1 - 9 shall be equal to a rate of $1/1416$ x a 1.0 pay factor, of each of Steps 1 - 9 of the Annual Contract schedule.
- C. **Basis of Pay:** [$1/1416$ (a contract hour)] x [1.0 (pay factor for base hourly and allied hourly assignments)]
 1. 1416 is the number of hours in the academic year for which a regular faculty member is paid (177 days x 8 hours per day). $1/1416$ is one hour of the contract year.
 2. 1.0 is the pay factor and pays for one hour of scheduled allied assignment time. This means that for each hour of a base hourly or allied hourly assignment a faculty member will be paid for one hour of time.

26.04 DEVELOPMENT OF SCHEDULE III: LECTURE HOURLY ASSIGNMENTS

- A. **Classes:** The Lecture Hourly Assignments pay schedule shall have four classes defined in the same way as Salary Schedule I: Annual Contract.
- B. **Steps:** The Lecture Hourly Assignment pay schedule shall have nine steps in each class equal to a rate of $1/1416$ x a 1.86 pay factor for each of Steps 1-9 of the Annual Contract schedule.
- C. **Basis of Pay:** [$1/1416$ (a contract hour)] x [1.86 (pay factor for lecture hourly assignments)]
 1. 1416 is the number of hours in the academic year for which a regular faculty member is paid (177 days x 8 hours per day). $1/1416$ is one hour of the contract year.
 2. 1.86 is the pay factor and pays for one hour of scheduled lecture hourly assignment time. This means that for each hour of a scheduled lecture hourly assignment a faculty member will be paid for 1 hour and 52 minutes of time.
 3. Pay for 1 hour and 52 minutes includes pay for scheduled class sessions, class preparation, student assessment and a required ten (10) minutes of “office session” per hour of lecture instruction.
- D. **Office Sessions:** “Office sessions” are expected to be scheduled at a time accessible to students enrolled in scheduled lecture hourly assignments. All faculty performing lecture hourly assignments shall provide a schedule of their “office sessions” including day, time and location, to their students and their Department Chair.

26.05 DEVELOPMENT OF SCHEDULE IV: LABORATORY HOURLY ASSIGNMENTS

- A. **Classes:** The Laboratory Hourly Assignments pay schedule shall have four classes defined in the same way as salary Schedule I: Annual Contract.
- B. **Steps:** The Laboratory Hourly Assignment pay schedule shall have nine steps in each class equal to a rate of $1/1416 \times 1.4167$ pay factor for each of Steps 1-9 of the Annual Contract schedule.
- C. **Basis of Pay:** [$1/1416$ (a contract hour)] x [1.4167 (pay factor for laboratory hourly assignments)]
 - 1. 1416 is the number of hours in the academic year for which a regular faculty member is paid (177 days x 8 hours per day). $1/1416$ is one hour of the contract year.
 - 2. 1.4167 is the pay factor and pays for one hour of scheduled laboratory hourly assignment time. This means that for each hour of a scheduled laboratory hourly assignment a faculty member will be paid for 1 hour and 25 minutes of time.
 - 3. Pay for 1 hour and 25 minutes includes pay for scheduled class sessions, class preparation, student assessment and a required five (5) minutes of “office session” per hour of laboratory instruction.
- D. **Office Sessions:** “Office sessions” are expected to be scheduled at a time accessible to students enrolled in scheduled laboratory hourly assignments. All faculty performing laboratory hourly assignments shall provide a schedule of their “office sessions,” including day, time and location, to their students and their Department Chair.

26.06 DEVELOPMENT OF SCHEDULE V: NON-CREDIT HOURLY ASSIGNMENTS

- A. **Classes:** The Non-Credit Hourly Assignments pay schedule shall have four classes defined in the same way as salary Schedule I: Annual Contract.
- B. **Steps:** The Non-Credit Hourly Assignment pay schedule shall have nine steps in each class equal to a rate of $1/1416 \times 1.3333$ pay factor for each of Steps 1-9 of the Annual Contract schedule.
- C. **Basis of Pay:** [$1/1416$ (a contract hour)] x [1.3333 (pay factor for non-credit hourly assignments)]
 - 1. 1416 is the number of hours in the academic year for which a regular faculty member is paid (177 days x 8 hours per day). $1/1416$ is one hour of the contract year.
 - 2. 1.3333 is the pay factor and pays for one hour of scheduled non-credit hourly assignment time. This means that for each hour of a scheduled non-credit hourly assignment a faculty member will be paid for 1 hour and 20 minutes of time.
 - 3. Pay for 1 hour and 20 minutes includes pay for scheduled class sessions class preparation, student assessment and a required five (5) minutes of “office session” per hour of non-credit instruction.
- D. **Office Sessions:** “Office sessions” are expected to be scheduled at a time accessible to non-credit hourly assignment students. All faculty performing non-credit hourly assignments shall provide a schedule of their “office sessions,” including the day, time and location, to their students and their Department Chair.

26.07 DEVELOPMENT OF SCHEDULE VI: CDCP HOURLY ASSIGNMENTS

- A. **Classes:** The CDCP Hourly Assignment pay schedule shall have four classes defined in the same way as Salary Schedule I: Annual Contract.
- B. **Steps:** The CDCP Hourly Assignment pay schedule shall have nine steps in each class equal to the rate of $1/1416$ x a 1.500 pay factor for each of Steps 1-9 of the Annual Contract schedule.
- C. **Basis of Pay:** [$1/1416$ (a contract hour)] x [1.500 (pay factor for CDCP hourly assignments)]
1. 1416 is the number of hours in the academic year for which a Regular faculty member is paid (177 days x 8 hours per day).
 2. 1.500 is the pay factor and pays for one hour of scheduled CDCP assignment time. This means that for each hour of a scheduled CDCP assignment a faculty member will be paid for 1 hour and 30 minutes of time.
 3. Pay for 1 hour and 30 minutes includes pay for scheduled class sessions, class preparation, student assessment and a required five (5) minutes of “office session” per hour of CDCP instruction.
 4. If the CDCP funding level from the State is increased, reduced, or eliminated, the CDCP salary schedule will be modified to equate to the available funds.
- D. **Office Sessions:** “Office sessions” are expected to be scheduled at a time accessible to CDCP hourly assignment students. All faculty performing CDCP hourly assignments shall provide a schedule of their “office sessions,” including the day, time and location, to their students and their Department Chair.
- E. **CDCP Stipend for 2006-07 and 2007-08**
1. AFA and the District agree to provide a stipend to each faculty member who taught Career Development College Preparation (CDCP) eligible courses during the 2006-07 and 2007-08 academic years. The stipend will be a percentage of the total salary earned by each faculty member for those eligible CDCP courses taught during the 2006-07 and 2007-08 academic years.
 2. This stipend figure is to be derived by:
 - a. Dividing the total amount of money allocated to this purpose (50% of the new revenue): estimated to be \$118,000
 - b. By the cost of the total number of hours of eligible instruction: estimated to be \$941,675
 - c. To produce the stipend percentage: estimated to be 11.749% for 2006-07 and 11.445% for 2007-08.
 3. The resulting stipend percentage is to be applied to the total salary earned by each faculty member for eligible CDCP courses taught during the 2006-07 and 2007-08 academic years to produce the individual faculty member’s stipend amount.

26.08 DEVELOPMENT OF “ENHANCED” HOURLY ASSIGNMENT SALARY SCHEDULES: CHANGE OF PAY FACTORS FOR HOURLY PAY SCHEDULES NOT AT 87.5% PRO-RATA:

- A. **“Enhanced” Hourly Assignment Salary Schedules** shall be constructed each year there are “Adjunct Faculty Salary Enhancement Funds” from the State. See Appendix 2.
1. The Normal Hourly Salary Schedules shall be constructed each year following procedures established in paragraph 26.06.
 2. The negotiated pay factor change shall be applied to each Hourly Schedule as described below to create the yearly “Enhanced” Schedules.
- B. **Effective 2008-09:** The District and AFA agree to change the pay factors to the following Hourly Pay Schedules to pay for additional preparation, assessment and Student Consultation time as follows:
1. Lecture Hourly Pay Factor From 1.86 to 2.02 (pay for an additional 10 mins.)
 2. Lab Hourly Pay Factor From 1.4167 to 1.465 (pay for an additional 3 mins.)
 3. Non-Credit Hourly Pay Factor From 1.33 to 1.38 (pay for an additional 3 mins.)
 4. Allied Hourly Pay Factor At 1.00 – no change
 5. CDCP Hourly Pay Factor From 1.500 to 1.542 (pay for an additional 2.5 mins.)
- C. **Future Years:**
1. In each year that “Adjunct Faculty Salary Enhancement Funds” are available from the State, they will be supplemented with \$75,000 from AFDAF and an adjustment will be made to the pay factor for each Instructional Hourly Salary Schedule to create the yearly “Enhanced” Hourly Salary Schedules.
 - a. To the extent that funds are available, first to be adjusted will be a factor to equal full payment for the Student Consultation portion of Student Contact activities. As a result the obligation to consult with students outside of scheduled instruction will change. See paragraphs 32.02.C and D.
 - b. To the extent that funds are available, second to be adjusted will be the factor to equal full payment for the preparation and assessment portion of Student Contact activities.
 2. “Enhanced” Hourly Salary Schedules will be constructed each year to reflect the changed pay factor. The definition of the pay factor will include a description of required Student Consultation.
 3. Stability of “Adjunct Faculty Salary Enhancement Funds”: The District and AFA agree that should the Legislature of the State of California increase, reduce or eliminate the Adjunct Faculty Salary Enhancement funds, that the “Enhanced” portion of the Hourly Assignment Salary Schedules will be modified to equate to the available funds. In addition, should the funds become permanent or get folded into the base funding as a non-categorical item, the salary enhancement will become a permanent part of the Hourly Assignment Salary Schedules.