



## PALOMAR COMMUNITY COLLEGE DISTRICT

### Part-Time Faculty Salary Placement Information

Salary placement is based upon the possession of minimum qualifications for the discipline and academic or related occupational experience in the discipline. Appropriate placement is verified by official transcripts and employment verifications submitted to Human Resource Services.

#### Grade Placement

Salary grade placement is based upon the completion of upper division or graduate level coursework at an accredited institution and (when indicated below) experience in the discipline. Only earned degrees (as distinguished from honorary and others) from an accredited institution meet the requirements listed below. Quarter and trimester units of credit shall be converted to semester unit equivalents for placement purposes (1 quarter or trimester unit = 2/3 of a semester unit).

For vocational disciplines as outlined in the CCC Minimum Qualifications (MQs) Handbook at the time of hire, each year of additional related occupational experience beyond those required to meet MQs is equivalent to 7.5 semester units. For the purposes of salary grade placement, teaching experience counts towards MQs only. Additional occupational experience will first be used towards salary grade placement, then salary step placement as outlined in 15.4.3. For those who hold less than an Associate's degree (regardless of equivalency status), once six years of experience is verified, additional occupational experience will be used towards salary grade placement, then salary step placement. **NOTE:** For occupational experience, a year is defined as equivalent to 40 hours per week x the number of contract months. Occupational experience does not include teaching experience.

| Grade | Qualifications  |
|-------|---|
| B     | Must meet <u>one</u> of the following qualifications listed under a) through d):<br>a) Less than an Associate's degree (with approved equivalency status)<br>b) Associate's degree and 6 years of experience in the discipline, plus the appropriate license or certificate.<br>c) Bachelor's degree and 2 years of experience in the discipline, plus the appropriate license or certificate.<br>d) Bachelor's degree and 24 semester units of college work completed subsequent to receiving the Bachelor's degree. |
| C     | Must meet <u>one</u> of the following qualifications listed under a) through b):<br>a) Master's Degree.<br>b) Vocational disciplines: Any of the first 3 qualifications listed at Grade B plus a combination of semester units and/or additional related work experience, which totals 24 units.  |
| D     | Must meet <u>one</u> of the following qualifications listed under a) through b):<br>a) Bachelor's degree plus 48 semester units of coursework completed subsequent to receiving the Bachelor's degree AND a Master's degree.<br>b) Vocational disciplines: Any of the first 3 qualifications listed at Grade B plus a combination of semester units and/or additional related work experience, which totals 48 units.   |
| E     | Must meet <u>one</u> of the following qualifications listed under a) through b):<br>a) Bachelor's degree plus 72 semester units of coursework completed subsequent to receiving the Bachelor's degree AND a Master's degree.<br>b) Vocational disciplines: Any of the first 3 qualifications listed at Grade B plus a combination of semester units and/or additional related work experience, which totals 72 units.   |
| F     | Must meet <u>one</u> of the following qualifications listed under a) through b):<br>a) Bachelor's degree plus 96 semester units of coursework completed subsequent to receiving the Bachelor's degree AND a Master's degree.<br>b) Vocational disciplines: Any of the first 3 qualifications listed at Grade B plus a combination of semester units and/or additional related work experience, which totals 96 units.   |
| G     | Must meet <u>one</u> of the qualifications listed under a) through c):<br>a) Bachelor's degree plus 120 semester units of coursework completed subsequent to receiving the Bachelor's degree AND a Master's degree.<br>b) Two Master's degrees.<br>c) Vocational disciplines: A Bachelor's degree plus a combination of semester units and/or additional related work experience, which totals 120 units.   |
| H     | Doctorate Degree  |

***Initial Step Placement***

Grade B through H –

A faculty member meeting MQs for these grades shall be placed on Step 1. Additional steps shall be allowed for each year of prior secondary or college teaching or related occupational experience in excess of the minimum requirements.