TA'd on 8/5/2022 David Joseph Montoya III David Joseph Montoya III (Aug 8, 2022 15:35 PDT)

PFF Counterproposal #1 – 8/5/22 ARTICLE 15 - COMPENSATION

15.1 General Principles

The District will set as a priority goal the establishment of full-time and parttime hourly salaries that are commensurate with or superior to those of neighboring and comparable Community College Districts.

<u>Timely pay is a necessary function of compensation. Unless mutually agreed</u> <u>otherwise, faculty should receive pay no more than 60 days after the work has</u> <u>been completed.</u>

In the case of incorrect compensation, the District and the Faculty member will work together to make a good faith effort to agree to pay/re-pay the compensation in a timely but reasonable manner. Good faith adherence to requires preapproval, before the faculty member begins work, and compliance with relevant policies and procedures.

15.2 Salary Schedule Credit

15.2.1 Upper Division and Graduate Course Work

Salary schedule credit shall be granted to full-time and part-time faculty for completion of any upper division or graduate level course work at an accredited institution according to salary placement guidelines. Advanced approval for such course work is not required. Official transcripts shall be submitted to Human Resource Services. Upon the receipt and verification of transcripts, the faculty member shall advance on the first day of the next pay-cycle.

15.2.2 Full-Time Faculty Sabbatical Leave Committee Approval of Salary Credit

15.2.2.1 Lower Division Course Work

Salary schedule credit shall be granted to full-time and part-time faculty after the Sabbatical Leave Committee approves the request for lower division course work, including Palomar College courses. Advanced approval of lower division course work is required from the Sabbatical Leave Committee. Official transcripts shall be submitted to the Sabbatical Leave Committee, which will then submit the official transcripts to Human Resources; upon receipt the faculty member shall advance on the first day of the next pay-cycle.

15.2.2.2 Equivalency Work

Salary schedule credit may be granted to full-time and part-time faculty for equivalency work or projects approved in advance by the Sabbatical Leave Committee for up to six (6) equivalency credit units in any four-year (4-year) period. Advanced approval must be requested at least one (1) month prior to beginning the work or project. Advanced approval to begin the work or project does not guarantee that the final work or project will be approved.

15.2.2.3 Duplicative Work

When a request for salary schedule credit is made that appears to duplicate a situation for which credit has previously been granted, the faculty member shall furnish information to the Sabbatical Leave Committee indicating how the duplicate situation has appreciably contributed to growth within the profession.

15.2.2.4 Use of Associated Student Funds

In no case shall salary schedule credit be awarded if Associated Student funds have been allotted for completion of the work.

15.2.2.5 Work During Sabbatical Leave

Salary schedule credit shall be awarded for work completed while the faculty member is on sabbatical leave provided all other criteria for both the sabbatical and salary credit have been met.

15.2.2.6 Verification of Approved Work

It is the responsibility of the faculty member to verify completion of any work for which advanced approval of salary credit was granted. No final salary credits will be awarded until such verification is received.

15.2.2.7 Education Code Provisions

The granting of salary schedule credit shall conform to the regulations of the Education Code which include:

15.2.2.8 If a faculty member attends a degree-granting institution and is reimbursed by the District for travel, registration, or other

expenses, the faculty member may not receive salary credit unless payment of an additional fee to the other institution is made by the faculty member.

15.2.2.9 If a faculty member goes to a non-degree-granting institution and receives certification of attendance, and the faculty member is reimbursed by the District for travel, registration and other expenses, the faculty member may not receive salary schedule credit.

15.2.2.10 If an instructional grant is awarded to a faculty member for a completed project, the faculty member may not receive salary schedule credit for the same project.

- 15.2.2.11 If the District releases the faculty member from duties to attend a workshop, seminar, or conference, and the faculty member incurs expenses not reimbursed by the District, the faculty member may receive salary schedule credit.
- 15.2.2.12 District Funding for Continuing Education

All faculty members shall have the opportunity to apply for and receive District funding offered for continuing education.

15.3 Community Education Courses

Fee-based not-for-credit community education courses are self-supporting (CA Education Code 78300 and CCR Title 5, section 550002(d)) and do not generate state apportionment offerings. Furthermore, Community Service offering instructors are not required to meet state minimum qualifications (Education Code 87001, 87002, 87003, 87356, and 87359).

Community Services offering (not-for-credit) instructors should be compensated on an individual assignment basis determined and agreed upon prior to the offering. Common practices include payment per hour of instruction or payment via percentage of registration revenue.

15.4 Full-Time Faculty Compensation

15.4.1 Career Technical Extended Education (CTE) Salary Credit

Salary schedule credit may be granted for those full-time Career Technical Extended Education (CTE) division faculty, where advanced degrees are not available per the current edition of the *Minimum Qualifications for Faculty and Administrators in California Community* *Colleges.* Requests must be approved in advance of the training by the Sabbatical Leave Committee. Seventy-one (71) hours of training equates to one (1) unit of Graduate Course work. In lieu of the advanced degree, faculty covered by this subsection shall advance to Grade C on the salary schedule after acquiring 24 equivalent units; to Grade D on the salary schedule after acquiring 72 equivalent units; to Grade E on the salary schedule after acquiring 96 equivalent units; and, to Grade G on the salary schedule after acquiring 120 equivalent units. This section shall not permit the granting of any retroactive credit for training occurring prior to January 1, 2017.

15.4.2 Salary Grade Placement

Salary grade placement is based upon the completion of upper division or graduate level course work at an accredited institution <u>except as outlined in Article 15.2.2</u> 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.

a) **Grade B** – Persons holding one (1) of the following qualifications:

1. Associate Degree and six (6) years of experience in the discipline, plus the appropriate license or certificate

2. Bachelor's Degree and two (2) years of experience in the discipline, plus the appropriate license or certificate

3. Bachelor's Degree and twenty-four (24) semester units of college work completed subsequent to receiving the Bachelor's Degree

4. Vocational Credential

b) **Grade C** – Persons holding one (1) of the following qualifications:

1. Master's Degree

2. Vocational credential (full-time clear), plus twentyfour (24) semester units of college work completed subsequent to receiving the credential

c) **Grade D** – Persons holding <u>both of the following</u> qualifications:

1. Bachelor's Degree plus forty-eight (48) semester units of college work completed subsequent to receiving the Bachelor's Degree

- 2. Master's Degree
- d) **Grade E** Persons holding <u>both of the following qualifications</u>:

1. Bachelor's Degree plus seventy-two (72) semester units of college work completed subsequent to receiving the Bachelor's Degree

- 2. Master's Degree
- e) **Grade F** Persons holding <u>both</u> of the following qualifications:

1. Bachelor's Degree plus ninety-six (96) semester units of college work completed subsequent to receiving the Bachelor's Degree

2. Master's Degree

f) Grade G- <u>Persons holding one (1) of the following</u> <u>qualifications</u>:

1. Bachelor's degree plus one hundred twenty (120) semester units of college work completed subsequent to receiving the Bachelor's Degree and a Master's Degree

- 2. Two (2) Master's Degrees
- g) Grade H
 - 1. Persons holding a Doctorate Degree
- 15.4.3 Salary Step Initial Placement

a) Grade B

A faculty member meeting minimum qualifications for Grade B shall be placed on Step 1. Additional steps shall be allowed for experience in excess of the minimum requirements. No person shall receive an initial step placement higher than Step 8.

b) Grades C through H

One (1) step shall be allowed for each year of prior secondary or college teaching or related occupational experience. No person shall receive an initial step placement higher than Step 8, except as provided in Section c below.

c) Initial Placement above Step 8

When the Superintendent/President has recommended that a position be advertised at a higher rate than Step 8, the faculty member may receive credit for additional years of experience up to Step 12.

15.4.4 Reassigned Time and Stipends

Assigned time and stipends shall be provided for faculty positions and responsibilities as listed in Appendix F. New projects or grants may call for different assignments and/or stipends. When these situations occur, the District and the Federation shall negotiate such assignments and/or stipends.

15.4.5 Payroll Deductions

At the request of individual faculty members, the District shall allow payroll deductions to be made for the purpose of paying Union dues or contributions, making contributions to United Way/CHAD or for the purpose of making deposits in the credit union or other agencies approved by the Board.

15.4.6 Tax-Sheltered Annuity Programs

The District shall maintain the tax-sheltered annuity program in place on January 1, 2001. The District shall provide copies of the program to faculty members upon request. The minimum contribution shall be two hundred dollars (\$200.00) per year for faculty members entering tax- sheltered programs. The District shall not withhold federal and state income taxes on that part of the current salary invested in the tax shelter. Each faculty member shall be allowed to make one (1) or more agreements each year up to the limit allowed bylaw. Any agreement shall be terminated upon the request of the faculty member.

15.4.7 Remuneration for Substitutes

When faculty members are ill or absent, and other faculty members cover their assignment, the substituting faculty members shall be paid at the substitute's hourly rate. No faculty member shall be required to substitute for another faculty member.

15.4.8 Payroll Process

Except if modified by this agreement, all payroll processes in effect on January 1, 2001, shall remain in place. Full-time faculty may opt to be paid the same salary over twelve (12) months.

15.4.9 Salary Schedules

All faculty shall be paid in accordance with the existing faculty salary schedules. All Early Childhood Education Lab School (ECELS) Teachers shall be paid in accordance with the existing child development ECELS teacher schedule.

15.4.10 Step Moves

All full-time faculty and full-time ECELS Teachers shall advance vertically on the salary schedule each year. All part-time faculty shall advance vertically one (1) step on the salary schedule for every four hundred fifty (450) hours taught at Palomar College.

- 15.4.11 Established Salary Schedules (see Appendix G)
 - a) Academic Salary Schedule: 10-month
 - b) Academic Salary Schedule: 11-month
 - c) Academic Overload Salary Schedule: Instructional Assignment
 - d) Academic Overload Salary Schedule: Non-Instructional Assignment
 - e) ECELS Teachers: Salary Schedule (for permanent and hourly teachers)
- 15.4.12 Full-Time Faculty and Full-Time ECELS Teacher Salary Schedules

- a) For the <u>2021-22</u> academic year all full-time faculty salary schedules and full-time ECELS teacher salary schedules shall be increased by <u>5.07</u>% COLA. This increase will be effective to on <u>July 1, 2021</u>. For <u>2020-2022</u>, all **salary** schedules may be reopened per the terms and conditions under Article 1.
- b) The stipends contained in Appendix F and Article 12 shall be increased by <u>5.07% for the 2021-22 academic year</u>.
- c) <u>The full percentage of state-funded COLA, including any</u> retroactive funds, will be applied to the salary schedule and all relevant stipends each year as soon as practicable.
- 15.4.13 Faculty Placement on Overload Schedule

Full-time faculty teaching overload shall be placed on the Overload Salary Schedules at the same grade and step as they are placed on the Full-Time Faculty Salary Schedule. Instructional overload assignments shall be paid from the Full-Time Overload Instructional Hourly Salary Schedule, and non-instructional overload assignments shall be paid from the Full-Time Overload Non-instructional Hourly Salary Schedule.

- 15.5 Part-Time Faculty Salaries
- 15.5.1 Established Part-Time Faculty Salary Schedules (see Appendix G)
 - a) Part-Time Faculty Salary Schedule: Instructional Assignment
 - b) Part-Time Faculty Salary Schedule: Non-instructional Assignment

The hourly salary schedules reflect the distribution of part-time equity funds allocated by the state. Instructional part-time assignments shall be paid from the Part-Time (Adjunct) Faculty – Instructional Assignment Salary Schedule, and non-instructional assignments shall be paid from the Part-Time (Adjunct) Faculty – Non-instructional Assignment Salary Schedule.

15.5.2 Hourly Salary Schedule

a) If in any year after 2010-2011 the District does not actually receive state-allocated part-time faculty equity funds, or receives less than the District's state allocation of part-time faculty equity funds for 2004-2005, the parties shall meet and negotiatethis provision.

- 15.5.3 Part-Time Faculty Salary Schedules
 - a) For the <u>2021-22</u> academic year all part-time salary schedules in effect on <u>July 1, 2021</u> shall be increased by <u>5.07</u>% COLA increase. For <u>202-2022</u>, all **salary** schedules may be reopened per the terms and conditions under Article 1.

b)_<u>The full percentage of state-funded COLA, including any</u> retroactive funds, will be applied to the salary schedule and all relevant stipends each year as soon as practicable.

15.5.4 Retiree Y-Rated Retiree Schedule

The Y-Rated Retiree Schedule shall receive all COLA increases. Retired faculty shall be placed on the Y-Rated Schedule at the first step above their current overload hourly rate and shall remain on that step for the duration of their employment with the District.

15.5.5 Faculty Placement on Part-Time Salary Schedule

15.5.5.1 Salary Grade Placement

Salary placement credit is granted only for the completion of upper division or graduate level course work at an accredited institution (official transcripts required) or for completion of approved lower division course work as outlined in 15.2.2. Credit is awarded in semester-unit increments. Quarter and trimester units of credit shall be converted to semester units for the purpose of determining salary level.

Four (4) salary grades are defined. Individual grade placement is determined exclusively by the level of education attained. Only earned degrees from accredited institutions shall be creditable for salary purposes. All part- time faculty commencing initial employment with the District shall be placed at Step1 of the appropriate grade.4

Salary grade placement is based upon the completion of upper division or graduate level course work at an accredited institution except as outlined in Article 15.2.2 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.

> 15.5.5.1.1 Part-time faculty who have taught previously for the District, but who have not done so within a year of the initial implementation date of the Part-Time (Adjunct) Faculty Salary Schedule (7/1/96), will be placed on the schedule in the same way as those commencing initial employment with the District. Part-time faculty who have been employed by the District after 7/1/96, and who return to the District following a lapse in employment, will be placed onto the step of the Part-time (Adjunct) Faculty Salary Schedule to which they had been assigned prior to the lapse in employment.

¹ Part-time faculty who have taught previously for the District, but who have not done so within a year of the initial implementation date of the Part-time(Adjunct) Faculty Salary Schedule (7/1/96), will be placed on the schedule in the same way as those commencing initial employment with the District. Part-time faculty who have been employed by the District after 7/1/96, and who return to the District following a lapse in employment, will be placed onto the step of the Part-time (Adjunct) Faculty Salary Schedule on the schedule to which they had been assigned prior to the lapse in employment.

Grade A: Persons who hold less than a Master's Degree (regardless of equivalency status).

Grade B: Persons who hold a Master's Degree and who have completed fewer than thirty (30) units of course work after the date that the Master's Degree was awarded.

Grade C: Persons who hold a Master's Degree and who have completed at least thirty (30) units of course work after

Grade D: Persons who possess two (2) Master's Degrees or a Doctorate Degree.

a) Grade B – Persons holding one (1) of the following qualifications:

> Associate Degree and six (6) years of experience in the discipline, plus the appropriate license or certificate

2. Bachelor's Degree and two (2) years of experience in the discipline, plus the appropriate license or certificate

<u>3. Bachelor's Degree and twenty-four (24)</u> semester units of college work completed subsequent to receiving the Bachelor's Degree

4.-Vocational Credential

b) Grade C – Persons holding one (1) of the following gualifications:

1.-Master's Degree

2.--Vocational credential (full-time clear), plus twenty-four (24) semester units of college work completed subsequent to receiving the credential

c) Grade D – Persons holding both of the following qualifications:

> <u>1. Bachelor's Degree plus forty-eight (48)</u> semester units of college work completed subsequent to receiving the Bachelor's Degree

2. Master's Degree

d) Grade E – Persons holding both of the following qualifications:

> Bachelor's Degree plus seventy-two (72) semester units of college work completed subsequent to receiving the Bachelor's Degree

2.<u>Master's Degree</u>

e) Grade F – Persons holding both of the following qualifications:

> <u>1. Bachelor's Degree plus ninety-six (96)</u> semester units of college work completed subsequent to receiving the Bachelor's Degree

2.-Master's Degree

f) Grade G- Persons holding one (1) of the following gualifications:

> 1.<u>Bachelor's degree plus one hundred twenty (120)</u> semester units of college work completed subsequent to receiving the Bachelor's Degree and a Master's Degree

2.__Two (2) Master's Degrees

- g) Grade H- 1. Persons holding a Doctorate Degree
- 15.5.5.2 Teaching faculty movement within a step on the salary schedule is determined by the number of hours of employment with the District as follows:

Movement from Step 1 to Step 2:	450 hours
Movement from Step 2 to Step 3:	900 hours
Movement from Step 3 to Step 4:	1350 hours
Movement from Step 4 to Step 5:	1800 hours
Movement from Step 5 to Step 6:	2250 hours
Movement from Step 6 to Step 7:	2700 hours
Movement from Step 7 to Step 8:	3150 hours
Movement from Step 8 to Step 9:	3600 hours
Movement from Step 9 to Step 10:	4050 hours

Effective July 1, 2018

All hours paid in an academic assignment are considered in the accumulation of hours for movement within a step. Each individual's accumulation of hours for movement within the step will begin with the effective date of employment, but no earlier than 7/1/96 (the initial implementation date of the Part-time [Adjunct] Faculty Salary Schedule). The "effective date of employment" for anyone rehired after at least two years' break in service shall be their rehire date (not the original hire date).

15.5.3 A retiree (faculty or other) who returns to teach as a parttime instructor will NOT be placed on the part-time salary schedule, but instead will be placed at the rate closest to the hourly rate in effect at the time of retirement for the duration of the part-time assignment.

15.5.5.4 Evaluation of Prior Course Work

The part-time faculty salary schedule steps and grades shall reflect length of service and education achievement, respectively. Upon request by a faculty member, the District shall re-evaluate all prior course work in a related field for part-time faculty.

Part-time faculty members shall advance one (1) step for each four hundred fifty (450) hours of academic assignments completed at Palomar College. All step progressions will occur the next <u>following semester after</u> ratification of this agreement. Qualifying assignments that do not total the required hours in one (1) fiscal year for one (1) step progression shall be carried forward to the next fiscal year.

15.5.6 Calculation of Retroactive Compensation to Part-Time Faculty for Parity Funds

To calculate retroactive compensation, divide the fiscal year allocation by the total hours worked by all part-time faculty members in regular assignments during that year. The Result is an hourly rate. Each part-time faculty member shall receive retroactive compensation equal to the hourly rate multiplied by the total hours that the faculty member worked in regular assignments during that year. "Hours worked" shall mean hours for which the faculty member was compensated for regular assignments.

"Regular Assignment" shall mean an instructional, librarian or counseling assignment that continues for a semester or summer session, or for a course which meets weekly for a period less than one (1) full semester.

15.5.7 Parity Definition

15.5.7.1 The District and the Federation agree that the definition of "parity" for part-time faculty pay in comparison to regular faculty pay shall be eighty-seven and one-half percent (87.5%).

Parity is defined as that pay rate for part-time instructors which accurately reflects the relationship between the hours of work required of part-time instructors and those required of full-time instructors, when both are expressed as an hourly rate. The formula is derived as follows:

Full-Time Faculty Workload

- Class meeting hours per week 15
- Class preparation hours per week 15
- 5 Office hours per week
- 5 Committee/other professional responsibilities
- 40 Total hours per week

Part-Time Faculty Workload

- Class meeting hours per week 15
- Class preparation hours per week 15
- 5 Office hours per week₂
- N/A Committee/other professional responsibilities
 - 35 Total hours per week

Ratio to 40 hours per week = 87.5% (goal of parity)

15.5.7.2 Hourly pay for part-time faculty and hourly overload pay for full-time faculty shall progress toward parity with the contract pay for full-time faculty. Parity is defined as that pay rate for part-time instructors which accurately reflects the relationship between the hours of work required of part-time instructors and those required of full-time instructors, when both are expressed as an hourly rate. The formula is derived as follows:

Full-Time Faculty Workload

- 15 Class meeting hours per week
- 15 Class preparation hours per week
- 5 Office hours per week
- Committee/other professional responsibilities 5_____
- Total hours per week 40

Part-Time Faculty Workload

- 15 Class meeting hours per week
- 15
 Class preparation hours per week

 5
 Office hours per week2
- Committee/other professional responsibilities N/A-----
- 35 Total hours per week

Ratio to 40 hours per week = 87.5% (goal of parity)

15.5.8 Part-Time Faculty Office Hours

<u>15.5.8.1</u> Starting FY 2022-2023, Instructional part-time faculty members teaching credit or non-credit courses will be compensated for office hours earned in Fall and Spring semester only, according to the following criteria:

Office hours for credit courses will be paid at a ratio of five (5) office hours per unit per semester.

Office hours for non-credit courses will be paid at a ratio of five (5) office hours for each hour assigned (per week) per semester.

Office hours for credit courses will be paid at a ratio of 1.5 hours per unit per semester.

Office hours for non-credit courses will be paid at a ratio of 1.5 office hours for each hour assigned (per week) per semester.

<u>15.5.8.2 Part-time faculty participation in office hours is</u> <u>voluntary. It is understood and agreed that no office hours are</u> required of part-time faculty.

<u>15.5.8.3 Office hours shall be compensated at the part-time</u> faculty member's non-instructional hourly rate.

15.5.8.4 Participating part-time faculty shall provide written certification of office hours served on the appropriate District form found on the Human Resource Services website. The deadline to submit the form for paid part-time office hours will extend to the end of the last week of the semester.

<u>15.5.8.5 Office hours and location shall be included in the class</u> syllabi in order to qualify for compensation.

<u>15.5.8.6 Office hours shall be paid **automatically** in the **last subsequent** paycheck for the semester in which the hours were **submitted and** earned.</u>

15.5.8.7 Due to limitations in physical space available for parttime faculty office hours, part-time faculty may-should attempt to offer office hours in the same modality of the course. If necessary to meet student need, office hours may be held online. to meet the needs of students, hold any/all of their office hours online.

 b) Seven (7) office hours per semester for faculty members teaching more than three and up to six (≥ 3-6) units/non-credit hours. c) Ten (10) office hours per semester for faculty members teaching more than six (≥ 6) units/non-credit hours. d) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. 	 b) Seven (7) office hours per semester for faculty members teaching more than three and up to six (≥ 3-6) units/non-credit hours. c) Ten (10) office hours per semester for faculty members teaching more than six (≥ 6) units/non-credit hours. c) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. d) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certificatio of office hours served the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. 	a)	Four (4) office hours per semester for faculty members
 teaching more than three and up to six (≥ 3-6) units/non- credit hours. c) Ten (10) office hours per semester for faculty members teaching more than six (≥ 6) units/non-credit hours. d) Office hours shall be compensated at fifty five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hours 	 teaching more than three and up to six (> 3-6) units/non-credit hours. Ten (10) office hours per semester for faculty members teaching more than six (> 6) units/non-credit hours. Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. 	i.	teaching three (3) or fewer units/non-credit hours.
 c) Ten (10) office hours per semester for faculty members teaching more than six (> 6) units/non-credit hours. d) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. 	 6) Ten (10) office hours per semester for faculty members teaching more than six (> 6) units/non-credit hours. d) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certification of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. 	b) _	
 teaching more than six (> 6) units/non-credit hours. Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. 	 teaching more than six (≻ 6)units/non-credit hours. d) Office hours shall be compensated at fifty five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllate 		<mark>credit hours.</mark>
 d) Office hours shall be compensated at fifty-five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certification of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hours 	 d) Office hours shall be compensated at fifty five dollars (\$55.00 per hour. e) Participating part-time faculty shall provide written certification of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllate 	c) –	
 per hour. e) Participating part-time faculty shall provide written certification of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hours 	 per hour. Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllate 	L	
 Participating part-time faculty shall provide written certificatio of office hours servedon the appropriate District form found of the Human Resource Services website. Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. The deadline to submit the form for paid part-time office hour 	 e) Participating part-time faculty shall provide written certification of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllak 	d) _	
 of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour 	 of office hours servedon the appropriate District form found of the Human Resource Services website. f) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllak 	Ļ	
 the Human Resource Services website. F) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour 	 the Human Resource Services website. F) Part-time faculty participation is voluntary. It is understood a agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllak 	e) _	
agreed that no office hours are required of part-time faculty. g)—Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h)—The deadline to submit the form for paid part-time office hour	 agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllak 		
agreed that no office hours are required of part-time faculty. g)—Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h)—The deadline to submit the form for paid part-time office hour	 agreed that no office hours are required of part-time faculty. g) Participating part-time faculty are encouraged to share their students' successes in a written report to the division dean a Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllak 	- f)_	_Part-time faculty participation is voluntary. It is understood a
students' successes in a written report to the division dean a Vice President of Instruction. h)The deadline to submit the form for paid part-time office hour	 students' successes in a written report to the division dean a Vice President of Instruction. The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. Office hours and location shall be included in the class syllate 		
Vice President of Instruction. h)—The deadline to submit the form for paid part-time office hour	 Vice President of Instruction. h) The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i) Office hours and location shall be included in the class syllated in the classyllated in the classyllated in the class syllated in the clas	g)	
h) The deadline to submit the form for paid part-time office hour	 h)—The deadline to submit the form for paid part-time office hour extend to the end of the last week of the semester. i)—Office hours and location shall be included in the class syllated in the classyllated in the class syllated in the class syllated in the cl		
	extend to the end of the last week of the semester.		
	i) Office hours and location shall be included in the class syllat	h)	
		1)	
order to qualify for compensation.			ice hours shall be paid in the last paycheck for the semester ir i ch the hours were earned.

15.5.9 Canceled Class Pay for Part-Time Faculty

Per Ed Code 87482.8, part-time faculty members assigned to a class that is canceled or reassigned anytime from two weeks before until any time after the beginning of a semester will be compensated for the first week of assignment, paid at their instructional rate. If the class meets more than once per week, part-time faculty will be paid for all hours that were scheduled that week.

15.5.10 Professional Development Pay for Part-Time Faculty

Part-time faculty members assigned to a class that is canceled anytime from two weeks before until any time after the class begins meeting will be compensated for any Professional Development hours completed during the period prior to the class being canceled.

15.4.11 Lockdown/Campus Emergency Pay for Part-Time Faculty

If classes are canceled due to a campus emergency, pay is not negatively impacted.

If a part-time faculty member is required to stay on campus beyond their scheduled teaching or student-contact hours due to an emergency such as a lockdown, the part-time faculty member will be paid for the hours they are kept on campus.

- 15.6 Support for Part-Time Faculty Participation in Shared Governance
 - 15.6.1 The District shall augment the Faculty Senate budget by up to \$24,000 per year (\$500 per part-time faculty senator per semester, up to a maximum of 4 part-time faculty senators) to provide support for part-time faculty participation in the Faculty Senate. If not all part-time Senate seats are filled in any given semester, the \$2,000 per semester can be divided evenly among the seated part-time Senators. This is effective FY 2022-2023.
 - 15.6.2 Part-time faculty members who are elected or appointed to serve in a committee position on any of the following committees will be compensated at their non-instructional hourly rate a rate of \$15 per hour a rate of \$65.00, effective FY 2022-2023, for committee meeting times that they attend for the semesters they hold their position. If a part-time faculty member receives compensation from release time/stipend positions that necessitate participation on these committees, they are not eligible for the additional compensation as outlined above. Service on these committees is not eligible for professional development hours if the part-time faculty member chooses to be paid hourly per this Article for their participation on the committee. Participation in the following committees will be verified by the Committee Chair.

15.6.2.1 AB 705 Committee <u>CALM Committee</u> <u>College Council</u> Curriculum Committee <u>Distance Education Committee</u> Distinguished Faculty Award Committee <u>Educators for Equity, Diversity, and Cultural</u> <u>Consciousness</u> <u>Employees, Community, & Communication Council</u> Equity, Education and Student Success Council Finance and Administrative Services Planning Council Infrastructure and Sustainability Council Institutional Effectiveness, Planning, and Fiscal Stewardship Council Instructional Planning Council Policies and Procedures Committee Professional Development Committee Strategic Planning Council Student Services Planning Council Equity Education and Student Success Council Student Success and Equity Council Equity Education and Student Success Council Tenure and Evaluations Review Board

15.5.2.2 Part-time faculty members who would like to be paid under 15.5.2 must submit a Part Time Faculty Committee Participation form to the Committee Chair for approval at the end of each semester, indicating the number of hours of committee meetings they participated in that semester. The District form can be found on the Human Resource Services website.

PFFArticle15_Final_8.5.22

Final Audit Report

2022-08-08

Created:	2022-08-08
By:	Maria Zapien Rangel (mzapienrangel@palomar.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjhY5PziyRnh3K4QlZgkFK-KyUMRdoSFK

"PFFArticle15_Final_8.5.22" History

- Document created by Maria Zapien Rangel (mzapienrangel@palomar.edu) 2022-08-08 - 6:11:26 PM GMT- IP address: 205.153.156.222
- Document emailed to dmontoya@palomar.edu for signature 2022-08-08 6:12:52 PM GMT
- Document emailed to Jennifer Fererro (jfererro@palomar.edu) for signature 2022-08-08 - 6:12:52 PM GMT
- Document emailed to Lawrence Lawson (llawson@palomar.edu) for signature 2022-08-08 6:12:52 PM GMT
- Document emailed to Barbara Baer (bbaer@palomar.edu) for signature 2022-08-08 6:12:52 PM GMT
- Email viewed by Barbara Baer (bbaer@palomar.edu) 2022-08-08 - 6:16:04 PM GMT- IP address: 72.197.247.151
- Document e-signed by Barbara Baer (bbaer@palomar.edu) Signature Date: 2022-08-08 - 6:17:15 PM GMT - Time Source: server- IP address: 72.197.247.151
- Email viewed by Jennifer Fererro (jfererro@palomar.edu) 2022-08-08 - 6:23:43 PM GMT- IP address: 104.47.51.126
- Document e-signed by Jennifer Fererro (jfererro@palomar.edu) Signature Date: 2022-08-08 - 6:26:27 PM GMT - Time Source: server- IP address: 76.93.146.53
- Email viewed by Lawrence Lawson (llawson@palomar.edu) 2022-08-08 - 8:46:58 PM GMT- IP address: 70.95.117.14
- Document e-signed by Lawrence Lawson (llawson@palomar.edu) Signature Date: 2022-08-08 - 8:49:53 PM GMT - Time Source: server- IP address: 70.95.117.14



Powered by Adobe Acrobat Sign

- Email viewed by dmontoya@palomar.edu 2022-08-08 - 10:35:10 PM GMT- IP address: 104.47.57.126
- Signer dmontoya@palomar.edu entered name at signing as David Joseph Montoya III 2022-08-08 - 10:35:23 PM GMT- IP address: 205.153.156.222
- Document e-signed by David Joseph Montoya III (dmontoya@palomar.edu) Signature Date: 2022-08-08 - 10:35:24 PM GMT - Time Source: server- IP address: 205.153.156.222

Agreement completed.
 2022-08-08 - 10:35:24 PM GMT



Powered by Adobe Acrobat Sign