

Article VI: Section 25

Faculty Advisors for Internship 050 shall be compensated \$200-per-student who completes the course requirements during the regular semester.

Faculty Advisors shall receive the \$200.00 compensation-per-student based upon the completion of:

- A. A minimum of four meetings with the student;
- B. A minimum of one meeting with the employer or placement agency regarding student progress;
- C. 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.
- D. A grade of Pass/No Pass submitted to the Instructor of record.

Faculty Advisors shall be limited to no more than 5 Student Interns enrolled in Internship 050 during the regular semester. Additional students may be added only with the permission of the Instructor of Record and the appropriate Vice-President or designee.

Faculty Advisors shall only receive compensation for students taking Internship 050 if students seeking Internship 050 units are not part of the WSCH for any course in which that faculty member's normal teaching load/class curriculum includes an internship component, unless specific approval has been given by the Instructor of Record and the appropriate Vice President or designee.

Faculty Advisors shall not receive any additional compensation from the District, the student, or the placement/employer beyond the \$200.00 stipend-per-student.

Tentative Agreement reached on: March 17, 2011

  
\_\_\_\_\_  
Jewel Price, Chief Negotiator  
Glendale Community College District

  
\_\_\_\_\_  
Gordon Alexandre, Chief Negotiator  
Glendale College Guild

TENTATIVE AGREEMENT

ARTICLE IV.

GRIEVANCE PROCEDURES

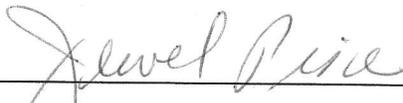
Section 1. General Provisions and Definitions

A. A "grievance" is an allegation by a bargaining unit member that the District has violated an expressed provision of this Agreement and that by reason of such violation the grievant's rights have been adversely affected. All other matters and disputes of any nature are beyond the scope of these procedures. Also excluded from these procedures are those matters so indicated elsewhere in this Agreement. The District shall be the respondent in all cases, rather than any individual District representative. ~~The Guild may itself be the grievant only with respect to an alleged violation by the District of rights specifically granted to the Guild in this Agreement.~~ **The Guild may itself be the grievant with respect to an alleged violation by the District of rights specifically granted to the Guild or a bargaining unit member in this Agreement. The Guild shall identify the affected party to enable the district to effectively research and respond to the grievance.** If any group of bargaining unit members has the same grievance, one bargaining unit member may, with the written consent of the other group members, file a single consolidated grievance on behalf of all members of the group. The filing or dependency of a grievance shall not delay or interfere with implementation of any District action during the processing thereof.

Section 3. Level I

After completing the informal level, if the grievant is not satisfied with the outcome of the informal level, and in no event later than ~~twenty (20)~~ **sixty (60)** days (see definition above) after the grievant knew or should have known of the occurrence of the act or omission giving rise to the grievance, the grievant must submit such grievance in writing to the administrator who the grievant believes to be responsible for the grievance. The District may then refer the grievance to the administrator whom the District considers appropriate.

Tentative Agreement reached on April 21, 2011



Jewel Price, Chief Negotiator  
Glendale Community College District



Gordon Alexander, Chief Negotiator  
Glendale College Guild

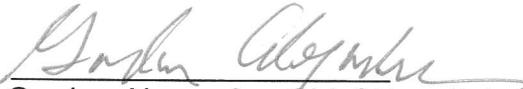
## Article IX Evaluations

### Section 10. Evaluation of Adjunct (Hourly) Instructional or Student Services Faculty Members.

Evaluation schedules for the adjunct and hourly faculty staff members shall be coordinated by the Associate Vice President of Human Resources in cooperation with the appropriate Vice President or Dean. Adjunct and hourly faculty members shall be evaluated once in the first or second semester of employment, and shall be done at least once every three (3) years of employment and every sixth semester thereafter. If there is a break in service of two academic years, the faculty member shall be considered a new employee and shall be evaluated during the first semester of reemployment. The employee shall maintain their salary placement after returning from a break in service. Evaluations culminate in a written rating report which is retained in the faculty member's personnel file. Adjunct faculty members to be evaluated during a semester shall be notified during the first academic month of that semester.

Dated: May 19, 2011

  
\_\_\_\_\_  
Jewel Price, Chief Negotiator  
District

  
\_\_\_\_\_  
Gordon Alexandre, Chief Negotiator  
Guild

## Memorandum of Understanding

### Glendale Community College

#### Flex Hours

The Guild and the District agree that each contract faculty member shall be required to participate in District designated activities on September 2, 2011 from 12 noon to 6 p.m. for the Fall 2011 semester and February 24, 2012 for the Spring 2012 semester as part of their specified number of "flex" hours which are part of their regular assignment. Specifically, each contract faculty member shall be required to participate in six (6) "flex" hours before the start of the Fall 2011 semester and six (6) "flex" hours before the start of the Spring 2012 semester. Any contract faculty member with an assignment scheduled during the mandatory flex hours shall be exempt from attending those hours during the time they are scheduled. Once the contract faculty member's scheduled assignment has been completed, they are required to attend the remainder of the mandatory flex day and make up the flex hours missed with non-mandatory flex hours.

The "flex" time devoted to District designated activities shall be scheduled jointly by the Senate, Guild and the District. The topics to be covered in these "flex" hours shall include, but not be limited to, accreditation, legislative matters, technology, distance education, curriculum, budget and planning. The District and either the Guild or the Senate shall agree on the topics for these designated "flex" hours.

This memorandum of understanding shall be in effect for the 2011-2012 school years. In Spring 2012, both parties agree to open negotiations on "flex" hours.

DATE: June 2, 2011

Jewel Price  
Jewel Price, Chief Negotiator  
Glendale Community College District

Gordon Alexandre  
Gordon Alexandre, Chief Negotiator  
Glendale College Guild

**Glendale Community College  
TENTATIVE AGREEMENT**

**Article VI HOURS**

**Section 10. Load Banking for Instructors**

L. In the event of an employee's resignation, termination, retirement, or death, the District shall reimburse the employee or her/his estate the current hourly rate of compensation for any unused banked hours. **These are the only instances where banked hours may be cashed out.**

N. Banked hours may be earned during regular sessions and intersessions. ~~However, an employee may not use banked hours during intersessions for the purpose of pro rata pay. Faculty may elect to have hours taught converted into banked hours in lieu of pay.~~ Banked hours may be utilized to meet Fall and Spring load requirements but may not be utilized in intersessions. ~~Banked hours may not be converted to paid hours but can be utilized for a faculty member to meet discipline load requirements.~~

**Section 11. Load Banking for Counselors**

H. In the event of an employee's resignation, retirement, or death, the District shall reimburse the employee or her/his estate at the current hourly rate of compensation for any unused banked hours. **These are the only instances where banked hours may be cashed out.**

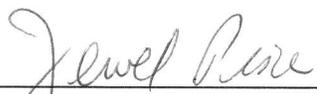
J. Banked hours may be earned during regular sessions and intersessions. ~~However, an employee may not use banked hours during intersessions for the purpose of receiving pro rata pay. Faculty may elect to have hours converted into banked hours in lieu of pay.~~ Banked hours may **only** be utilized to meet Fall and Spring load requirements. ~~Banked hours may not be converted to paid hours but can be utilized for a faculty member to meet discipline load requirements.~~

**Section 12. Load Banking for Library Faculty**

H. In the event of an employee's resignation, retirement, or death, the District shall reimburse the employee or her/his estate at the current hourly rate of compensation of any unused banked hours. **These are the only instances where banked hours may be cashed out.**

J. Banked hours may be earned during regular sessions and intersessions. ~~However, an employee may use banked hours during an intersession as long as one contract librarian is on duty during the intersession. Faculty may elect to have hours converted into banked hours in lieu of pay.~~ Banked hours may be utilized to meet Fall and Spring load requirements but may not be utilized in intersessions. ~~Banked hours may not be converted to paid hours but can be utilized for a faculty member to meet discipline load requirements.~~

Dated: 9-29-11

  
\_\_\_\_\_  
Jewel Price, Chief Negotiator  
Glendale Community College District

  
\_\_\_\_\_  
Michael Allen, Chief Negotiator  
Glendale Community College Guild

Glendale Community College  
TENTATIVE AGREEMENT

In their collective bargaining contract, the Glendale Community College District and the Glendale College Guild agree to replace all occurrences of the title "Associate Vice-President, Human Resources" with "Chief Human Resources Officer." Additionally, all occurrences of the title "Associate Vice-President, Continuing and Community Education" will be replaced with the title "Administrative Dean, Continuing and Community Education." This shall apply to all sections of the contract in which the former titles exist, including, but not limited to:

Article VI, Section 7, & 8

Article VII, Section 5, Section 7, Section 9

Article VIII, Sections 9-C-2-d, 10-L-13, 10-M-1, 10-N-1, and 10-O-1

Article IX, Sections 1, 2, 4, 6-C, 7 (including subsections 7-C, 7-D, 7-L, 7-N, 7-N-2 and 7-S), 8-H, 9, 10, 11, 13-A-b, 13-B-2, 14-A, 14-B, and 14-C

and Article XIV, Section 3.

Date October 13, 2011

  
\_\_\_\_\_  
Jewel Price, Chief Negotiator

Glendale Community College District

  
\_\_\_\_\_  
Michael Allen, Chief Negotiator

Glendale College Guild

SIDE LETTER AGREEMENT between the Glendale College Guild,  
and the Glendale Community College District (11/29/11)

1. During the Spring 2012 semester, contract faculty may take either partial or full unpaid leave for any reason. Said leave must be requested by January 18, 2012, and must be approved by the appropriate Vice-President, taking into consideration department and student needs. All benefits including sick leave, health and welfare, etc. will be provided consistent with existing Guild contract language.
2. The Guild has a combined credit of \$211,451 from its shares of the Blue Shield rebates in calendar years 2009 and 2010. The Guild agrees to contribute \$102,789 of this towards the deficit. The remaining \$108,662 shall be added into the part-time faculty health insurance pool.
3. The District does not commit to guaranteeing short sessions in the future and this language does not constitute a precedent. The District shall offer a Summer 2012 term with a minimum of 120 classes paid at 80% of "daily rates" for nursing instructors and 80% of "pro-rata" pay for other instructors and librarians, or cost equivalent.
4. The Guild agrees that there shall be no librarians on duty during the Winter 2012 term, that nursing instructors shall be paid at 60% of "daily rates" and instructors shall be paid at 60% of "pro-rata" pay. The District agrees librarians hired prior to July 1, 2002 will be allowed to work the Summer, 2012 session if they choose.
5. With the exception of salary schedules B1 and B2, which shall only be reduced 1%, all salary schedules and stipends in the Guild's collective bargaining agreement with the District shall be reduced by 3.95% during the Fall 2011 and Spring 2012 semesters only. All schedules and stipends shall revert to their current levels at the start of the 2012-13 academic year. A partial-year implementation of this reduction shall be adjusted proportionately over the remaining pay days in the 2011-12 fiscal year to meet the 1% and 3.95% annualized rates. These reductions anticipate a "Tier 2" mid-year funding cut from the state government.
6. In consideration of these pay reductions, each contract instructor (including division chairs) shall receive banked time of one and one-half load hours or proportionate amount if less than full-time. These load hours shall not count towards the limit on the total number of load hours that instructors may have banked at one time. Except in cases of resignation, termination, retirement, or death, these load hours shall be used no earlier than the Fall 2012 semester.
7. Likewise, contract faculty members in Student Services shall receive 56 banked hours. These banked hours shall not count towards the limit on the total number of banked hours that such faculty may have banked at one time. Except in cases of resignation, termination, retirement, or death, these banked hours shall be used no earlier than the Fall 2012 semester. All time taken shall be coordinated with the appropriate College administrator.
8. If the mid-year funding cut is at "Tier 1", adjustments will be made so that the 1% and 3.95% pay reductions shall be 0% and 2.95%, respectively. Also, the one and one-half load hours and 56 banked hours shall be reduced to one load hour and thirty-seven and one-third hours, respectively.
9. The District agrees that the Guild has contributed its "proportionate share" of the deficit, and that the Guild does not "owe" any money, nor have any "debit" upon entering the next round of salary negotiations. Likewise, the Guild agrees that it does not have any remaining "credit" that may be used upon entering the next round of salary negotiations.
10. The Guild and the District agree not to make a parity adjustment to schedule B1 for 2011-12. The additional cost related to this agreement has been included in calculating the pay cuts in item #5 above.
11. If the mid-year funding cut is at the "Tier 2" level, all items in this agreement remain in effect and form the base from which additional negotiations shall proceed. If additional pay cuts are made, and any other employee groups receive additional considerations in 2011-12, the Guild and the District shall negotiate additional banked hours for contract faculty.



Michael Allen, Chief Negotiator  
Glendale College Guild



Jewel Price, Chief Negotiator  
Glendale Community College District

11-29-11

*The Glendale College Guild and the Glendale Community College District agree to change Article VI of their collective bargaining agreement as follows:*

### **Section 1. Basic Hours**

~~Each full-time instructor, college nurse, faculty coordinator, counselor, librarian, specialist, faculty facilitator and student personnel worker shall remain on campus daily, Monday through Friday, a minimum of thirty-five (35) hours per week. All individual daily schedules (including office hours) shall be submitted to the appropriate Vice-President Superintendent/President for approval. All faculty employees shall spend as much time as necessary, both on campus and off campus, to properly perform their instructional and professional duties, including but not limited to preparation and planning; professional reading; reviewing and evaluating students' work, and conferring with students, administration and staff and attending to department, college, and committee duties and meetings. In addition, contract faculty shall spend as much time as necessary, both on campus and off campus, to perform professional duties including, but not limited to curriculum development, governance participation, and attending to department, division, college, and committee duties and meetings. In performing these duties, contract faculty may be obligated to be present on campus during a Monday, Tuesday, Wednesday, Thursday, and/or Friday, regardless of whether their primary assignment is a 4-day schedule. Non-scheduled hours may be fulfilled off-campus.~~

**During their work year, each full-time faculty member in Student Services shall be scheduled for a minimum of thirty-five (35) hours per week. Some of these scheduled hours may be performed off-campus, with the approval of the Vice-President of Student Services or designee. Contract faculty in Student Services who are working less than full-time during their work year, shall have the amount of these scheduled hours reduced proportionally.**

Full-time employees are expected to devote themselves to their college duties on a full-time basis; accordingly, no full-time employee may engage in personal business activities or perform personal services for compensation during hours in which the employee would normally be expected to be occupied with his/her College responsibilities. No full-time employee shall work more than six (6) hours of hourly overload pay (Appendix B) assignments per week over any one semester (including intersessions), unless advance written approval is obtained from the appropriate vice-president. Authorization by the appropriate vice president to exceed this six (6) hour limit shall only be given after other eligible, and qualified contract employees have been offered and have refused the assignment. This language is not intended to apply to provisions of this contract related to extra pay for teaching large classes. Contract hours on Monday through Friday that are outside the traditional day schedule (8:00 a.m. - 4:30 p.m.) shall be assigned without consent only in those instances where enrollments in day classes do not meet minimum standards or evening hours have been advertised as part of the assignment on initial hire. Assignments to classes outside the Monday through Friday schedule shall be made only with the consent of the instructor.

### **Section 2. Four Day Work Week**

Faculty members may have the option of fulfilling their basic ~~35-hour~~ **on-campus primary assignment in a four-day work week, four (4) days** provided the faculty member performs a portion of their full-time contract outside of the standard 8:00 a.m. - 4:00 p.m. schedule or on Saturdays. **No faculty member is guaranteed a four-day work week.**

#### **A. Instructional Work Week**

Instructional programs shall additionally meet the following guidelines:

- 1. All division chairs shall remain on a Monday through Friday work week.** ~~Each Division shall have no more than 1/3 of the number of contract faculty on the four-day week in a given semester.~~
2. Priority in assignments and specific days off shall be recommended by the Division Chair and approved by the Vice President of Instructional Services.
3. In the case of schedule conflicts, **contract faculty maintaining a their five-day schedule shall have priority in class assignments.**
4. Program needs come first and take precedence over a flexible schedule.
5. The divisions shall develop an appeals procedure for disagreement between the Instructor and the Division that shall

be coordinated by the Vice President of Instructional Services.

6. Employees shall be rotated into the four-day schedule based on but not limited to the following criteria:

- a. Seniority (Length of Service at the College)
- b. Length of time employees have been on the four-day schedule (those that have been on the longest get bumped first).

B. Non Instructional Work Week

**Non-instructional programs shall additionally meet the following guidelines:**

~~A. Each organizational unit shall have no more than 1/3 of the number of contract faculty on the four-day week in a given semester.~~

~~2. Serving the students and maintaining the integrity of the program is always the first priority. The schedule or service hours shall reflect this.~~

~~3. 1. Priority in assignments and specific days off shall be recommended by the immediate supervisor and approved by the appropriate Vice-President. upon the recommendation of the appropriate administrator. Serving the students and maintaining the integrity of the program is always the first priority. The schedule or service hours shall reflect this.~~

~~4. 2. In case of schedule conflicts, no five-day contract faculty shall be required to modify their work week to accommodate the schedule of faculty who request a four-day work week.~~

~~5. 3. Student Services shall develop an appeals procedure for disagreement about scheduling between the faculty and the organizational unit that shall be coordinated by the Vice President of Student Services.~~

~~6. 4. Faculty shall be rotated into the four-day schedule based on but not limited to the following criteria:~~

a. Seniority (Length of Service at the College)

b. Length of time employees have been on the four-day schedule (those have been on the longest get bumped first).

**5. The Division Chair of Student Services shall maintain a Monday through Friday work week.**

### Section 3. Office Hours.

A. Office Hours Full-Time Faculty

~~Each full-time instructor on a Monday through Friday instructional schedule shall reserve at least one hour (60 min) each day as an office hour for student consultation, and that information shall be posted by the instructor on her/his door, and made known to students in each class.~~

Each full-time instructor assigned to a flexible work week schedule shall maintain a minimum of five (5) hours (60 min) a week as office hours for student consultation **distributed over at least 4 days**, and that information shall be posted by the instructor on **their office his/her office door, submitted to their Division Chair(s)**, and made known to students in each class.

**Each instructor not teaching online or hybrid courses shall hold a minimum of 80% of their office hours on campus, while the remainder may be offered online. Each instructor teaching online or hybrid courses shall hold a minimum of 40% of their office hours on campus, while the remainder may be offered online. Conferencing time may be offered in blocks no shorter than fifteen (15) minutes each. No more than two (2) hours of conferencing, either on campus or online, shall be scheduled on any given work day.**

### B. College Hour

~~Faculty office hours shall not be scheduled between the 12:00 p.m. and 1:00 p.m. time period on Tuesdays and Thursdays. This time is reserved for campus-wide meetings and activities.~~

**Contract faculty shall not be scheduled to teach or conduct office hours between 12:20 p.m. and 1:30 p.m. on Tuesdays and Thursdays. Faculty may schedule office hours between 12:20 p.m. and 1:30 p.m. on Mondays and Wednesdays if they do not have a committee obligation at that time. Contract instructional faculty may only be scheduled to teach between 12:20 p.m. and 1:30 p.m. on Mondays and Wednesdays with prior authorization from the Vice President of Instructional Services. A similar authorization may be obtained from Student Services faculty from the appropriate Student Services administrator.**

### B: C. Adjunct Faculty Conferencing Times

Credit adjunct faculty members will be responsible for holding the student conferencing hours outlined on the table

below for fall and spring semesters only:

Weekly Student Contact Hours Weekly student conferencing time

3 - 5.5 0.67 hours (2/3 hour)

6 - 8.5 1.33 hours (1 1/3 hours)

9+ 2 hours

All student conferencing hours are to be paid at the instructional rate of Appendix B2 Adjunct Hourly for semester classes. Conference pay shall be determined by taking the schedule placement X (from Appendix B2) weekly conference hours x 17.5 divided by 5 = monthly pay for conference hours. All adjunct faculty with a student conferencing hour obligation will be required

to post their conferencing hours and meeting location(s) in their course overview or they may present this information to students in written form within seven days after the first day of instruction.

Adjunct faculty who share an office on campus or have an office in an office suite must post their conferencing times outside the office door.

Adjunct faculty may hold their conferencing times in blocks of less than one hour.

Adjunct faculty conferencing time blocks shall not be shorter than fifteen minutes.

Adjunct faculty are not required to hold their conferencing hour in an office. Conferencing time may be held in the library, student center, cafeteria, Adjunct Annex or other any reasonable on-campus location.

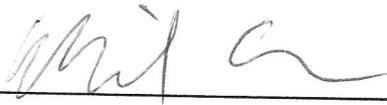
For those a Adjunct faculty who are assigned more than one conferencing hour per week, they may hold one hour of conferencing time on the Internet each week using designated software through the District's computer system. **If all of an adjunct instructor's teaching assignments are identified as online courses in the Schedule of Classes, then that instructor may hold the entirety of their conferencing time online.**

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Section 20 - D. Each contract librarian shall be on duty for 35 hours per week during the primary semesters, fall and spring, which coincide with the instructional calendar.

Date signed: \_\_\_\_\_

11-17-11



Michael Allen

Chief Negotiator, Glendale College Guild



Jewel Price

Chief Negotiator, Glendale Community College

## 2012-13 Academic Calendar Tentative Agreement (11/17/11)

### 1. Glendale Community College District and the Glendale College Guild approve the following outline for the 2012-13 academic calendar:

#### Summer 2012

June 18	(M)	First day of summer session
July 4	(w)	Independence Day—Campus closed
July 26	(Th)	Last day of summer session (Final Examinations)
August 27 - 31		Flex Days

#### Fall 2012

Sept. 3	(M)	Labor Day—Campus closed
Sept. 4	(T)	Instruction begins for the fall semester
Sept. 7	(F)	Institute/Flex Day
Nov. 12	(M)	Veterans' Day—Campus closed
Nov. 22-24	(Th, F, Sat)	Thanksgiving Vacation
Dec. 12-19	(W-W)	Final Examinations
Dec. 19	(W)	Last day of the fall semester
Dec. 22-Jan. 1		Campus closed

#### Winter 2013

Jan. 1	(T)	New Year's Day—Campus closed
Jan. 7	(M)	Instruction begins for the winter intersession
Jan. 21	(M)	Martin Luther King, Jr. Day—Campus closed
Feb. 14	(Th)	Last day of winter intersession (Final Examinations)
Feb. 15	(F)	Lincoln Day—Campus Closed

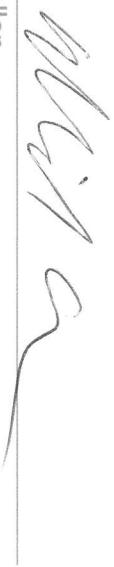
Spring 2013

Feb. 18	(M)	Washington Day—Campus closed
Feb. 19	(T)	Instruction begins for the spring semester
April 15-20	(M-Sat)	Spring Break
May 27	(M)	Memorial Day—Campus closed
June 5-12	(W-W)	Final Examinations
June 12	(W)	End of the spring semester
June 12	(W)	Commencement

*Saturday Classes—During the fall 2012 semester, there will be no Saturday classes on November 24. During the spring 2013 semester, there will be no Saturday classes on April 20.*

2. The Commencement ceremony on June 12, 2013 shall begin at 6:30 p.m.
3. During the Spring, 2012 semester, contract language (including, but not limited to Appendices C and D) shall be approved to formally implement this outline. In addition, the possibility of an Institute/Flex day for the Spring, 2013 semester may be discussed at that time.

Date: 11-17-2011

  
Michael Allen,  
Chief Negotiator, Glendale College Guild

  
Jewel Price,  
Chief Negotiator, Glendale Community College District

*The Glendale College Guild and the Glendale Community College District agree to change Article III of their collective bargaining agreement as follows:*

Section 15. Guild Office Space and Support Services

- A. The District shall grant the Guild office space on the main campus from which to carry out its normal operations. The size of the office space allotted shall be no less than that currently occupied (Administration Building 249) by the Guild, Academic Senate, CSEA, and governance Office. It will be the obligation of the Guild to allow the Academic Senate, CSEA, and Governance offices to operate in that same space.
- B. The District shall continue to allow the Guild to use duplicating facilities on campus at no charge. All political mailings are excluded from this agreement and shall be duplicated off campus at the Guild's expense.
- C. The District shall allow the Guild and Academic Senate to use the professional support of the full time governance coordinator assigned to the Governance Office.
- D. The Guild shall have access to the college's email system to contact faculty members, and the District also shall provide the Guild with a dedicated listerv to facilitate internal Guild communication. The Administrative Regulation titled, *Using Information Technology Resources at Glendale Community College*, contains specific procedures and policies for the use of information technology resources at the college, including employee expectations of privacy. Electronic mail and computer services may be used by faculty for incidental personal purposes, provided that such use is consistent with the Administrative Regulation titled, *Using Information Technology Resources at Glendale Community College* and does not interfere with the operation of the District's computer facilities.**

Date signed 11-10-11



Michael Allen, Chief Negotiator

Glendale College Guild



Jewel Price, Chief Negotiator

Glendale Community College District

Load-Shifting Tentative Agreement

The Glendale College Guild and the Glendale Community College District agree to change Article VIII of their collective bargaining agreement as follows:

Section 4. Winter and Summer Intersession Load Shift

A. Instructional faculty will have the ability to shift up to two classes from their regular yearly work load into the winter intersessions, but they may not shift more than one class from each semester. The ten basic pay warrants will remain unaffected by a shift of load into the winter intersession. The number of office hours in the fall and spring will not change when load is shifted into the winter intersessions and there will be no office hour obligation in the winter intersessions.

**B. Classes shifted into intersessions count towards the limit on an instructor's teaching hours contained in Article VIII, Section 3 of this collective bargaining agreement.**

~~B. C.~~ C. Each division must develop a rotation system for allotting faculty members a choice of shifting load into winter intersessions or accepting a class in the winter intersessions at pro rata pay. If there is a dispute within the division, the final selection shall be made by the Vice President, Instructional Services and such final decision shall not be subject to the grievance procedure.

Date signed: 11-29-11



Michael Allen  
Chief Negotiator, Glendale College Guild



Jewel Price  
Chief Negotiator, Glendale Community College

**Section 2. Protection of Faculty Members**

A. A faculty member shall not be subject to an adverse action affecting the faculty member's hiring, promotion, or employment status with the **District for any of the following:**

1. For exercising the freedom to examine, explore, or endorse unpopular or controversial ideas either in the classroom teaching or in discussion with students outside the classroom or in academic research or publication.
2. For selecting or recommending the selection of instructional materials for courses which may contain unpopular or controversial ideas.
3. For selecting, recommending or making available the books and materials presenting all points of view including materials of interest, information, and enlightenment without regard to class, race, ethnicity, or social, political, or religious views of the author.
4. For speaking or writing as a citizen, when the faculty member indicates that he/she is not speaking for the District.

**B. The District and the Guild shall be committed to the principles of due process and to resolving performance problems at the informal level, whenever possible. However, when a problem persists, despite efforts to remediate the issue(s), the faculty member may be subject to discipline. Discipline shall be administered in a timely manner in accordance with the California Education Code, including but not limited to sections 87666 to 87683 and 87732 to 87737. A faculty member shall not be reprimanded, suspended, or dismissed without just cause.**

**If the District requests a meeting with a faculty member which the District believes could result in the discipline of the faculty member, the District will notify the faculty member of his/her right to have a Guild representative at the meeting.**

Date signed: 11/29/11

  
\_\_\_\_\_  
Mike Allen, Chief Negotiator  
Glendale College Guild

  
\_\_\_\_\_  
Jewel Price, Chief Negotiator  
Glendale Community College District