

Tentative Agreement

The Glendale College Guild and the Glendale Community College District agree to a successor to their 2009-12 collective bargaining agreement under the conditions listed below, the text of which is to replace the existing Article XV.

ARTICLE XV

DURATION, TERMINATION AND NEGOTIATIONS

Section 1. Duration

This Agreement shall become effective on or after July 1, 2012 once it is ratified by the Glendale College Guild, and adopted by the Board of Trustees of the Glendale Community College District, and shall remain in full force and effect until June 30, 2015. On ~~March 15, 2015~~ the day after the March 2015 board meeting, the negotiations for a successor Agreement may commence.

Section 2. Limited Reopeners

Negotiations of this agreement may be reopened at any time, by mutual agreement of the Guild and the District on the subject(s) to be negotiated. ~~In addition, on March 15, 2013 and March 15, 2014, Negotiations shall be reopened~~ on the day after the March 2013 and March 2014 board meetings. The salary table shall be considered a mutual reopener in each of these years. In addition, both the Guild and the District may bring up to three (3) new items to the negotiations table of their own choosing on each of those dates. Reopeners shall not affect the validity or duration of this Agreement. Such limited reopener negotiations shall not be subject to the grievance procedures of Article IV.

Date: _____

5/24/12


Michael Allen, Chief Negotiator
Glendale College Guild


Ron Nakasone, Chief Negotiator
Glendale Community College District

Tentative Agreement

Article VIII, Section 16,

B. Salary Rates Coaching

1. ~~The Director of Athletics~~ Women's and Men's Athletic Directors shall each receive a ~~\$7,596~~ \$6,798 stipend per semester. ~~The Director of Athletics~~ Either Athletic Director may elect to have up to In addition, there will be two (2) an Assistant Athletic Directors; one representing Men's Athletics and one representing Women's Athletics. from among other faculty who ~~are~~ is currently employed by the college. The Assistant Athletic Directors shall each receive a \$3,000 stipend per semester. be funded from the above stipend and shall not exceed 30% of that amount and the term shall not exceed two semesters. The Director of Athletics and Assistant Athletic Directors shall be selected from currently employed faculty.

Date of Tentative Agreement 5/24/12



Michael Allen
Chief Negotiator, Glendale College Guild



Ron Nakasone
Chief Negotiator, Glendale Community
College District

Tentative Agreement

Article VIII, Section 2. Adjunct Faculty

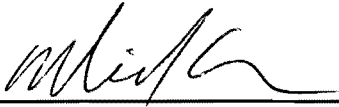
A. Adjunct Faculty who meets the following criteria:

1. most recent evaluation is "meets or exceeds standards,"
2. has worked for the District for at least one semester after the "meets" or "exceeds" standards evaluation, for a total of two semesters, and
3. has taught for two of the last three semesters

shall be notified by the District whether or not he/she has a class in the subsequent semester. This notification shall be made **no less than 8 weeks before the first day of the subsequent semester.** ~~within five days of the distribution of the first laser copy of the schedule to the Division Chairs.~~ This notification is not designed to alter or change any elements of Article II – District Rights nor provide a guarantee for payment if:

1. a course has to be cancelled due to low enrollment or lack of funding;
2. a course or assignment is withdrawn to fill the load or assignment of a contract faculty member.

Date of Tentative Agreement 5/24/12



Michael Allen
Chief Negotiator, Glendale College Guild



Ron Nakasone
Chief Negotiator, Glendale Community
College District

The Glendale Community College District and the Glendale College Guild tentatively agree to add the following section to the end of Article XI, Section 1 of their collective bargaining agreement. These provisions shall only be effective for the opt-out months of July, 2012 through June, 2013.

F. All eligible employees should have health coverage in either a District plan or a plan provided through a spouse or domestic partner who does not work for Glendale Community College District. An employee that is eligible for a District-paid health plan and is covered by another health plan through a spouse or domestic partner may voluntarily opt out of the District plan. This employee will be paid \$250 for each month he/she is eligible for a District-paid health plan but is not covered.

To participate in this option, the employee must show proof of coverage from the other health plan and the stipend will be effective on the first working day of the subsequent month. If an employee is receiving this stipend and loses health coverage through his/her spouse or domestic partner, he/she will be required to be re-enrolled in one of the District's plans on the first working day of the subsequent month of the loss of coverage and the stipend will end in the month of the termination of the other plan. To be re-enrolled in a District plan, the employee must show proof of termination from the other health carrier within 30 days of termination.

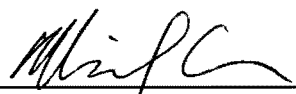
The employee shall receive the money in a stipend check, and if they do, the stipend will be paid in January and July for the previous six months' accumulation.

Date of Agreement 5/24/12



Ron Nakasone,

Chief Negotiator, Glendale Community College



Mike Allen,

Chief Negotiator, Glendale College Guild

**TENTATIVE AGREEMENT
ARTICLE VI
HOURS**

Section 16. Assignment Limitations

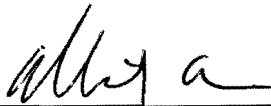
- A. No instructor shall be assigned more than two (2) consecutive lecture hours without his/her consent.
- B. No instructor shall be assigned a regular class schedule which on any one day spans more than seven (7) hours, with the exception of extended day assignments, situations where the employee consents to the extended schedule, or situations where there is no reasonable alternative within the existing staff.
- C. An instructor shall not at any one time be assigned classes requiring more than three (3) distinctly different preparations, except when the instructor consents or when there is no reasonable alternative to fill the full work load of full time instructors.
- D. Faculty members who have a portion of their regular teaching load in the evening shall have that condition reevaluated each semester.
- E. Faculty members shall not be assigned online or hybrid courses without their consent.
- F. A faculty member who creates a new course, or converts an existing course to online or hybrid shall maintain the right of first refusal to teach that course for four (4) consecutive primary semesters, provided that:
 - 1. there is adequate enrollment to offer the course and,
 - 2. the faculty member does not receive an unsatisfactory evaluation.
- G. No contract instructor shall be assigned fully online courses for more than 67% of his/her load.

Date of Agreement

5/10/12



Ron Nakasone,
Chief Negotiator
Glendale College District



Mike Allen,
Chief Negotiator
Glendale College Guild

TENTATIVE AGREEMENT
ARTICLE VI
HOURS

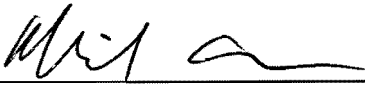
Section 4. Teaching Loads

The normal basic teaching load for a full-time instructor is fifteen (15) lecture hours per week plus five (5) office hours (60-minute hour); however, there are many variations which are deemed to meet the fifteen (15) lecture hour's standard load. **The load value for online and hybrid courses shall be the same as for courses in traditional format.**

Date of Agreement 5/10/12



Ron Nakasone,
Chief Negotiator
Glendale College District



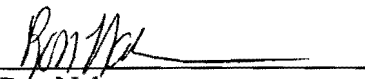
Mike Allen,
Chief Negotiator
Glendale College Guild

**TENTATIVE AGREEMENT
ARTICLE III
GUILD RIGHTS**

Section 3. Responsibilities of Faculty Members

- A. The faculty member shall treat the students with respect.
- B. The faculty member shall fulfill his/her professional obligation to and be able to defend the relevance of **instructional activities as they relate to the** ~~discussion to the~~ course materials, development of critical thinking, debate, or research.

Date of Agreement 5/10/12



Ron Nakasone,
Chief Negotiator
Glendale College District



Mike Allen,
Chief Negotiator
Glendale College Guild

**TENTATIVE AGREEMENT
ARTICLE X
CLASS SIZE**

The language within this article applies to traditional, online, and hybrid classes.

Section 1. Minimum Class Size

A. The minimum class size of 15 students shall apply to all credit lecture and laboratory classes, unless the District in its discretion waives the requirement. Examples of reasons for such waivers are: courses required for graduation or for a major or career subject area, or for required licenses or permits; courses based upon periodic need, limited classroom or laboratory facilities, geographic location, experimental or pilot programs, or legal mandates; and independent study, seminar, colloquia, coordinated instruction systems classes and classes by arrangement.

B. The minimum class size for fee classes, summer, and winter intersession may be adjusted periodically by the Board of Trustees.

C. The minimum class size for "Team Taught Classes" shall be 15 students per assigned instructor.

Section 2. Maximum Class Size

A. The maximum class size shall be subject to limitations inherent in the nature of the class, the size of room, the number of available student stations and equipment, the safety of students, and budgetary considerations. The maximum class size considering the above criteria shall be determined by the District upon consultation with the Division Chairs and entered in the Course Dictionary. For any given academic term, the District shall not, in scheduling classes, establish seat loads for classes in excess of the class sizes in the then current Course Dictionary except upon agreement with either the appropriate Division Chair or the Guild. The Guild shall designate a representative to be available for this purpose.

B. The maximum seat load for a team taught class shall be 27 times the number of instructors. Team taught classes are not subject to the Large Lecture Class Formula below.

C. The District shall not schedule classes with seat loads between 41 and 49. Exceptions to this may be permitted with the written agreement of the instructor, Division Chair, and Guild.

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D. All lecture classes loaded at 50 or above shall be subject to the Large Lecture Class Formula.

Section 3. Large Lecture Classes

A. Large Lecture credit courses may be made subject to the Large Lecture Class Formula as shown on the attached chart, so that the instructor receives additional teaching load unit credit based upon the number of students enrolled.

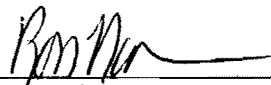
B. The lecture courses to be made subject to this formula shall be determined by the District and approved prior to the final rollover.

C. Instructors of classes deemed subject to the formula shall receive additional load units based upon class size as specified in the formula. The number of students shall be determined by official enrollment/seat load as of the third week census printout, unless other arrangements are approved in advance by the appropriate administrator, such as placing an upper limit on the amount of large lecture credit to be earned.

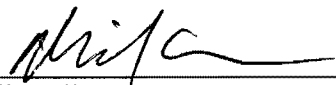
D. If the actual enrollment in a class subject to the formula falls below the number projected when the instructor's workload was initially assigned, the reassignment provisions of Section 5C of this Article shall apply. If the actual enrollment exceeds the number projected and the appropriate administrator has agreed not to place an upper limit on the amount of large lecture credit to be earned, the District shall either pay the instructor for the number of additional load units under the formula at the established overload hourly rate, or provide an adjusted workload within the following two (2) semesters. In determining which option to use, the District shall give good faith consideration to the preference of the employee.

Date of Agreement

5/10/12



Ron Nakasone,
Chief Negotiator
Glendale College District



Mike Allen,
Chief Negotiator
Glendale College Guild

Tentative Agreement

Effective July 1, 2012, the Glendale College Guild and the Glendale Community College District, in order to implement their previous agreement concerning the 2012-13 work year, agree to replacing Appendices C and D in their collective bargaining agreement with the following updates.

Negotiations regarding the 2013-14 and 2014-15 work years will commence in the Fall, 2012 semester, and will not count towards the limit on the number of re-openers to the 2012-15 collective bargaining agreement.

DATE: 5/24/12

A handwritten signature in cursive script, appearing to read "Michael Allen", written over a horizontal line.

Michael Allen, Chief Negotiator
Glendale College Guild

A handwritten signature in cursive script, appearing to read "Ron Nakasone", written over a horizontal line.

Ron Nakasone, Chief Negotiator
Glendale Community College District

**APPENDIX C
WORK YEAR – FACULTY
2012 – 2013**

MONTH		TOTAL
First	9/3/2012 thru 9/30/2012 Non-working: days 9/3	19 days
Second	10/1/2012 thru 10/31/2012	23 days
Third	11/1/2012 thru 11/30/2012 Non-working days: 11/12 and 11/22 thru 11/24	19 days
Fourth	12/1/2012 – 12/31/2012 Non-working days: 12/20 thru 12/31	13 days
Fifth	Winter Intersession: 1/7/2013 thru 2/16/2013 Non-working days: 1/21 and 2/15	0 days
Sixth	2/18/2013 thru 2/28/2013 Non-working days: 2/18	8 days
Seventh	3/1/2013 thru 3/31/2013	21 days
Eighth	4/1/2013 thru 4/30/2013 Non-working days: 4/15 thru 4/20	17 days
Ninth	5/1/2013 thru 5/31/2013 Non-working day: 5/27	22 days
Tenth	6/1/2013 thru 6/12/2013 Graduation 6/12/2013, 6:30 p.m.	8 days

Total 150 Instructional Days (M-F). Total Work Days: 155 days including five flex days

The September 14, 2012 Institute Day is a mandatory flex activity on campus.

Class grades are due 7 days, whether they are days that the college is open or not, after the last final exam day for the term in which the class is offered.

The following general principle applies to compressed calendar assignments:
Working on a compressed calendar shall not result in a faculty member receiving either higher or lower pay during the primary fall and spring terms than that faculty member would receive if he or she were working on a regular 18-week calendar.

COUNSELOR WORK YEAR 190 DAYS SCHEDULING

Section 1. Coincide with Instructional Calendar

One hundred seventy-seven (177) days of the one hundred ninety 190 days of the counselor's contract days shall coincide with the instructional teaching, flex and winter intersession days.

Section 2. Remaining 13 Days

Of the Thirteen (13) remaining contract work days (91 hours), eleven (11) days shall be worked either immediately after the close of the spring semester or immediately before the beginning of the fall semester. In the event that there are days requiring counselor coverage in January before the start of the winter intersession, those days may be used as part of the remaining 13 days.

Section 3. Additional 21- Day Summer Block

Counselors opting to work an additional block of twenty-one (21) days (or 147 hours) shall work these twenty-one (21) additional days beyond the one hundred ninety (190) days currently worked for a total of two-hundred eleven (211) days. These days shall be worked in either the month of July or the month of August.

Counselors not choosing to work an additional twenty-one (21) day block shall have the right of first refusal for any hourly assignments offered within said counselor's unit.

Section 4. Staffing Levels

Coverage shall be as close as possible to 50%, given the number of counselors in each organizational unit, for the time blocks listed in Sections 1 and 2 above. Counselors opting to work an additional block of twenty-one (21) days (or 147 hours) in either July or August shall work their additional 13 days in June. These counselors shall be scheduled first which may result in 190 day counselors being required to work their thirteen (13) additional days immediately before the beginning of the fall semester. Counselors shall be guaranteed four consecutive non-paid weeks off during the months of July or August. Counselors electing to take these four consecutive weeks off during the winter intersession may do so, but no counselor shall be compelled to do so.

Section 5. Determining Priority for Scheduling

By April 15 the schedule for the upcoming summer shall be finalized. Blocks shall be scheduled in accordance with each organizational unit's internal scheduling priority system. The Division Chair of Student Services shall resolve any conflict.

Appendix D
DIVISION CHAIR CALENDAR REGULATIONS

Generic Division Chair Work Year Calendar*

The Division Chair Work Year is composed of 201 work days as previously negotiated. These 201 days are broken into the following categories.

Days Assigned	Running Total
a) The five work days just preceding Institute Day prior to the start of the fall term (excluding Labor Day if it falls during this period). [5]	5
b) The first work day after finals are over in December. [1]	6
c) The first five days of the winter intersession. [5]	11
d) The last five days of the 6-week winter intersession. [5]**	16
e) Graduation Day [1]	17
f) The first two work days immediately following the end of finals in June. [2]	19
g) The first full week of a summer school session, which may be a single 6-week session or one of two 5-week sessions. [4 or 5]	23–24
h) The last full week of the summer session worked; which may vary depending if there is one 6-week session or two 5-week sessions. [4 or 5]	27–29
i) Division Chairs will work every day of the fall and spring regular semesters, which vary in length due to holidays and other variable each year. [147-153]	174–182
j) Division Chairs will work an additional 13 days during either the winter or summer intersessions. These can be any combination of 26 half days or 13 whole days. [13]	187–195
k) Division Chairs will work the remaining days owed to complete their annual commitment of 201 days per year during times mutually agreed upon with the Vice President of Instruction. [8-14]	201

*Each year (in advance) the administration shall compose a precise, month-by-month calendar based on this template.

**The number of days worked at the end of the winter session are negotiable.

Notes:

1. Division Chairs who get 80% RT for their assignment shall work Institute Day as their flex commitment for the year. Division Chairs with less than 80% RT shall substitute flex time for days in "k" category at a rate of 20% = one day.
2. Division Chairs shall take off four (4) consecutive work weeks during the summer as vacation. When the college offers two 5-week summer sessions, the district will provide 20% RT for an assistant chair to cover the period the Division Chair is on vacation.