

**Tentative Agreement**  
by and between the  
Glendale College Guild, Local 2276  
and the  
Glendale Community College District

The Glendale College Guild, Local 2276 (Guild) and the Glendale Community College District (District), hereby agree to the following Tentative Agreement:

ARTICLE VI HOURS

**[Note for the HR contract update: leave Sections 1-6 intact.]**

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Section 7. ~~Stipends~~ **Extra Pay** in Lieu of Released Time

For an assignment advertised as released time, ~~at the rate the released time by mutual agreement between the faculty member and the District,~~ **extra pay** may be **taken in lieu of released time at the rate of 3 hours per week of pay for each 10% advertised released time for 18 weeks, to be paid at the non-instructional rate (Appendix B-3), by mutual agreement between the faculty member and the District. ~~exchanged for a comparable stipend.~~ For full-time faculty, no more than 20% per semester of a released time assignment shall be eligible for this **extra pay exchange**. If an adjunct employee is selected for a released time assignment, the District shall pay that employee **for 3 hours per week of pay for each 10% advertised released time for 18 weeks, to be paid at the non-instructional rate (Appendix B-3)** ~~at the conversion rate of 10% annual released time equal to three hours weekly each semester at the non-instructional rate. Released time greater or less than 10% shall be proportionate.~~ Selection of adjunct faculty for released time assignments shall be consistent with Title 5 regulations governing the employment of adjunct faculty.**

**[Note for HR: leave the existing stipend form for other uses; create a new "release time / extra pay" form for extra pay in lieu of release time requests.]**

The request for ~~stipend~~ **release time / extra pay** form must be completed and signed by the faculty member and signed by the division chair and the appropriate administrator. The form must be submitted to Human Resources **before work begins** ~~in the fall semester prior to the printing of the class schedule for a spring term and in the spring semester prior to the printing of the class schedule for a fall term.~~ All stipends shall be paid at the end of the semester in which the work is performed.

Stipends awarded adjunct faculty to perform Ancillary Activities, as outlined in Article VIII, Salaries, Section 16 E, shall not be construed as contributing to the basic load of the Adjunct Faculty member receiving them.

*[Note for the HR contract update: leave all other sections intact and jump to Article VIII Salaries, Section 18]*

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## ARTICLE VIII SALARIES ...

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### Section 18. Extra Assignments

Regular contract employees specified in Section 1 of this Article with extra assignments (coaches, division chairs, counselors and specialists) shall be paid according to Appendix B3 attached hereto and made a part of this Agreement. A. Non-Instructional Rate Regular or Adjunct faculty who outside of their regular agreement perform any of the assignments listed below shall be paid according to the Non-Instructional Assignment Salary Schedule -- Appendix B-3

1. Reading and grading placement exams as part of assessment
2. Development of grant proposals
3. Development of curriculum for contract education Additions to the above assignments can be made upon agreement with the Guild. B. Faculty Advisors
- 4. Any Extra-pay taken in lieu of accepting Released Time. (See article VI HOURS, Section 7).**

*[Note for the HR contract update: leave all other sections intact and jump to the language after the Appendix B-3 chart.]*

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## APPENDIX B-3 NON-INSTRUCTIONAL HOURLY SALARY SCHEDULE Effective JULY 1, 2019

[B-3 CHART]

### NonInstructional Assignment Salary Schedule – Appendix B3.

Regular or Adjunct faculty who outside of their regular agreement perform any of the assignments listed below shall be paid according to the NonInstructional Assignment Salary Schedule – Appendix B3.

- A. Reading and grading placement exams as part of assessment
- B. Development of grant proposals
- C. Development of curriculum for contract education Additions to the above assignments can be made upon agreement with the Guild.
- D. Any Extra-pay taken in lieu of accepting Released Time (See article VI HOURS, Section 7).**

Additions to the above assignments can be made upon agreement with the Guild.

**[Note for the HR contract update: leave all other sections intact and jump to Appendix J.]**

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#### APPENDIX J

With released time, a faculty member is released from their full time contractual obligation, which is expressed as a percentage of either load or hours of weekly obligation.

**Extra pay is calculated at the rate of 3 hours per week of non-instructional pay for each 10% of time awarded for 18 weeks.** Adjunct extra pay work is exempt from and does not count towards calculating eligibility for full-time, contract, or regular status. (Education Code Section 87482.5) Extra pay shall not be awarded to individuals for work that is claimed for flex time.

**[Note for the HR contract update: leave the charts listed below this paragraph intact.]**

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DATE: 11/21/2023



Caroline DePiro, Chief Negotiator  
Glendale College Guild



Brittany Grice, Chief Negotiator  
Glendale Community College District