

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 XII

FACULTY SERVICE AREAS

Section 1. ~~Minimum Qualifications as~~ Faculty Service Areas (FSAs)

For purposes of Education Code Sections ~~87743, 87743.1, 87743.2, 87743.3, 87743.4, 87743.5, 87744, and 87745~~ the list of "Faculty Service Areas" (FSA) in the Glendale Community College District shall be the same list as the Disciplines List of Minimum Qualifications as defined by the Board of Governors in compliance with Education Code Section ~~87356, 87357, 87358, and 87359~~. A faculty member shall be considered "qualified and competent" in an FSA if the faculty member satisfies any one of the following:

A For purposes of Education Code Sections 87743, 87743.1, 87743.2, 87743.3, 87743.4, 87743.5, 87744, and 87745, the list of FSAs for the District shall be the same as the [Minimum Qualifications for Faculty and Administrators in California Community Colleges](#) most recently adopted by the Board of Governors and the GCCD Minimum Qualifications Lists for credit and non-credit disciplines. (Education Code §§[87356](#), [87357](#), ~~87358~~, and [87359](#)).

A faculty member shall be considered "qualified and competent" in an FSA if the faculty member satisfies any one of the following:

1. Possesses the minimum qualifications or equivalency for hire for the discipline of the FSA as defined on in the [Minimum Qualifications for Faculty and Administrators in California Community Colleges](#) or the [GCC Minimum Qualifications List for credit and non-credit disciplines](#) ~~GCC Disciplines List~~; or
2. ~~Grandparented by any~~ Possesses a Lifetime California [Community College Teaching](#) Credential for the discipline of the FSA.

Section 2. ~~Faculty Service Areas~~ Application for Additional FSA

A. [Newly Hired](#) Faculty
Within sixty (60) days of hire, the District shall provide each new contract and adjunct faculty employee a list of those Faculty Service Areas in which he/she is placed as determined by the employee's records on file and the minimum qualifications listed in

the GCC Disciplines List. Newly hired faculty shall be assigned an FSA upon hire. Newly hired faculty employees will shall be notified at the time of hire that they may request additional FSAs.

A. Existing Faculty

Whenever a contract or adjunct faculty employee — through additional education, training, or experience — believes they have come to possess the minimum qualifications in a new discipline, the faculty will submit verification of minimum qualifications to Human Resources. If Human Resources cannot verify that the employee possesses minimum qualifications, then the materials will be forwarded to the Senate Equivalency Committee for evaluation.

A faculty member may apply for recognition of an additional FSA by filing an FSA Application form with the Office of Human Resources no later than February 15 for recognition of the FSA in the following academic year. (Education Code §87743.3). The faculty member shall be responsible for providing the District with all records necessary to substantiate the FSA Application.

1. Upon review of the FSA Application, if the Office of Human Resources cannot verify that the faculty member possesses the minimum qualifications for the additional FSA, then the materials shall be forwarded to the Senate Equivalency Committee for review pursuant to [Administrative Regulation 7131](#).

- B. After completing review of the FSA Application, the Office of Human Resources shall provide the faculty member with written confirmation of the award or denial of the additional FSA.

Section 3. ~~Petitioning a Faculty Service Area for an Equivalency~~ Appeal of the Office of Human Resources' Denial of an FSA Application

Upon receiving the Office of Human Resources denial of an FSA, the faculty member may appeal the decision within five working days by completing an FSA Application and seek an equivalency pursuant to process delineated in [Administrative Regulation 7131](#). ~~When a request for an additional FSA is not granted, the contract or adjunct faculty may appeal the decision by completing the FSA petition form with all documentation necessary to substantiate the claim of qualification and competence and submit to the Office of Human Resources. The information will be forwarded to the Senate Equivalency Committee as specified in Administrative Regulation 7131, Equivalence to Minimum Qualifications (See Article IVB and Section III). The Senate Equivalency Committee shall make its decision regarding the denial of the FSA Application and return an sign the Equivalency Worksheet. The completed application together with the worksheet shall be returned to the Office of Human Resources. Should an equivalency be awarded by the Senate Equivalency Committee, the faculty member shall receive written confirmation of the additional FSA award of an equivalency from the Office of Human Resources.~~

Section 4. Appeal Process of the Senate Equivalency Committee's Denial of FSA

A faculty member may appeal a Senate Equivalency Committee FSA equivalency decision; However, before the appeal is filed, the guidelines in Administrative Regulation 7131, Equivalency to Minimum Qualifications that explain the difference between an appeal and a re-application should be read carefully. If the applicant decides to appeal the decision, he/she must inform the Office of Human Resources, which will follow the appeal guidelines in Section V of Administrative Regulation 7131, Equivalency to Minimum Qualifications. [\(see Administrative Regulation 7131, Section V\)](#).

Section 5. Limitations of FSAs for Adjunct Faculty

Although the same FSA process applies to both contract and adjunct faculty, the granting of an FSA does not convey any "bumping" rights to adjunct faculty. Rehire rights are defined in Article VI, Section 21 of this bargaining unit contract and shall not apply to assignments where the adjunct faculty member has not been regularly scheduled over the previous two semesters or in a discipline where the faculty member has not been evaluated.

~~Section 5. Appeal (moved to new Section 4)-~~

~~Process However, before the appeal is filed, the guidelines in Administrative Regulation 7131, Equivalency to Minimum Qualifications that explain the difference between an appeal and a re-application should be read carefully. If the applicant decides to appeal the decision, he/she must inform the Office of Human Resources, which will follow the appeal guidelines in Section V of Administrative Regulation 7131, Equivalency to Minimum Qualifications. See Administrative Regulation 7131, Section V.~~

Section 6. Notification by District

The District shall send a notification to all faculty about the additional FSA process by the third Monday of the Fall semester. All additional FSA applications shall be due no later than February 15th (Education Code [§87743.3](#)). ~~September 15th for Fall and by March 1st for Spring each academic year.~~

DATE: April 7, 2022



Caroline DePiro, Chief Negotiator
Glendale College Guild



Victoria Simmons, Chief Negotiator
Glendale Community College District