

ARTICLE 15 SALARIES

The parties are committed to the fair and rational allocation of unrestricted funds to a faculty salary structure based upon the principles of equity, consistency, and the rewarding of professional excellence.

15.01 Base Salary

A. Basic Contract Length

1. Instructional Faculty and Library Faculty

The basic contract length shall be 164 duty days. The 164 duty days of the basic contract shall consist of the scheduled duty days of Terms I and II.

2. Counseling Faculty

The basic contract length shall be 164 duty days which shall be scheduled during a calendar year beginning on August 1 and ending on July 31 annually. The specific days of employment for each faculty member shall be determined in a fair and timely manner by the appropriate Student Services Director in consultation with the faculty member.

3. Extended Contract Faculty

Contract length for extended contract faculty shall be 164 duty days plus 420 clock hours between the end of Term II and the beginning of Term I. The total number of duty days for the year shall not exceed 224 days. Workload and schedules shall be in accordance with Article 9.04D.

4. Extended Contract Teaching Faculty

The schedule will include 164 duty days during Terms I and II. Between the end of Term II and the beginning of Term I the schedule will include 180 classroom contact hours and an additional 120 hours scheduled at times convenient to students and approved by the department head.

5. Full-Time Status

a. Retirement Credit

Those faculty members who choose to work only the basic contract length shall receive a full year of retirement credit.

b. Sick Leave
Sick leave is earned and used as specified in Article 14 except during the guaranteed summer assignment. Sick leave is not earned during the guaranteed summer assignment; however, unused sick leave balances may be used as specified in Section 14.02C. Sick leave is earned during the Term III commitment of faculty on extended contracts.

c. Summer Status

Full-time faculty members who do not work during the summer remain members of the bargaining unit with continued protection afforded by the Collective Bargaining Agreement to include rights, privileges and benefits of a full-time faculty member (with the exception of sick leave accrual during the summer assignment).

B. Guaranteed Summer Assignment

Faculty members, excluding those on extended contract, shall be guaranteed a summer assignment in addition to the basic contract.

1. Instructional Faculty

a. For instructional faculty, the guaranteed summer assignment shall be defined as ninety (90) classroom contact hours and twenty-four (24) twelve (12) office hours. Office hours will be scheduled two or more days per week at a time convenient to students. Office hours will be reduced proportionately for faculty members working fewer than ninety (90) contact hours. The guaranteed assignment shall be worked during Term III as determined by the appropriate department head or supervisor in consultation with the faculty member. The determination of the guaranteed summer assignment shall be done in a fair and timely manner as outlined in Section 6.10B.2.

The number of days per week the faculty member is required to work shall be determined by the scheduled class days of his or her teaching assignment.

b. Instructional faculty may be contracted for summer hours in addition to the guaranteed assignment if needed and approved by the College (see Section 6.10).

c. The compensation for the guaranteed summer assignment shall be as specified in Section 15.02D. of this agreement. Compensation

for hours worked beyond the guaranteed summer assignment shall be at the overload rate specified in Section 15.02C.

2. Library Faculty and Counseling Faculty

- a. For library faculty and counseling faculty, the guaranteed summer assignment shall consist of 126 ~~120~~ clock hours to be worked during Term III. The specific hours of employment for each library faculty member and counseling faculty member shall be determined in a fair and timely manner by the appropriate supervisor in consultation with the faculty member.
- b. Library faculty and counseling faculty may be contracted for summer hours in addition to the guaranteed hours if needed and approved by the College.
- c. The compensation for the guaranteed summer assignments shall be as specified in Section 15.02D. of this Agreement. Compensation for hours worked beyond the guaranteed summer assignment shall be at the overload rate specified in Section 15.02C.

C. 2008-2009 Salaries

The 2008-2009 salary for basic contract faculty is defined as the salary for the basic 164-day contract and the guaranteed summer assignment (exclusive of special contracts and overloads) and the recurring increase for those faculty members receiving promotions for 2008-2009, as specified in Section 15.04.

Current Faculty - Basic Contract Length

For the 2009-2010 contract year, faculty members hired prior to July 1, 2009 shall receive a recurring base increase of \$750 plus 6% of their 164-day base salary, as calculated after addition of the \$750.

1. Placement

a. New Faculty - Basic Contract Length

Faculty members hired after June 30, 2009 with less than three years of related experience shall be placed on the salary schedule as follows:

Degree Classification	164 Day Base	Guaranteed Summer	Total Salary
Bachelor's or less	\$32,251	\$2,856	\$35,107

Master's	\$34,828	\$3,162	\$37,990
Master's Plus	\$36,482	\$3,315	\$39,797
Doctorate	\$39,385	\$3,468	\$42,853

All degree classification levels add the appropriate dollars for years of credited experience to the annual salary figures above to determine entry salary.

Related Experience Amount Added

3	\$ 600
4	\$1,200
5	\$1,800
6	\$2,400
7	\$3,000
8	\$3,600
9	\$4,200
10	\$4,800
11	\$5,400
12	\$6,000

A maximum of twelve (12) years of related experience will be recognized by the College.

b. New Faculty - Extended Contract Length

The initial placement on the salary schedule for faculty members working under the extended contract shall be determined in accordance with Article 15.01D.1.a. plus one additional guaranteed summer salary plus \$3,000. (The salary of faculty members working under the extended contract shall be the amount specified for 164-day contract plus the amount for two (2) summer assignments plus \$3,000.) The salary will be annualized and paid over the full contract year.

2. All new faculty members without an earned Doctorate shall be appointed at the rank of Instructor unless the President or designee and the faculty in the affected department determine that a higher rank is appropriate. Notification of such determination will be made to the President of the Association. Those with a Doctorate shall be appointed at the rank of Assistant Professor unless the President or designee and the faculty in the affected department determine that a higher rank is appropriate. Notification of such determination shall be given to the President of the Association.

3. Supplemental Salary Contract

Under special and unusual circumstances, the Board may issue a supplemental salary contract to a faculty member in addition to the salary as specified in the salary schedule of this article, provided that prior to the issuance of such supplemental contracts, the President or designee shall consult with the President of the Association as to the reasons for the salary supplement.

15.02 Additional Faculty Employment (when not part of the faculty member's standard load)

A. Non-credit Continuing Education

1. A faculty member teaching a lifelong learning or recreation and leisure course shall be paid at the rate of compensation set for those courses.
2. A faculty member teaching a continuing workforce education course shall be paid at the vocational credit (PSAV) rate specified in Section 15.02C.

B. Independent or Directed Study

Payment for independent or directed study courses is calculated by the following formula using the appropriate rate from the table in Section 15.02C: hourly rate x 1.5 x number of credits x number of officially enrolled students.

C. Hourly Rates for Overload Employment

Any faculty member carrying an overload, independent or directed study course, or substitution in accordance with Article 9 shall be paid according to the following hourly rates:

College Credit, College Prep, and Adult Secondary	Vocational Credit, Continuing Workforce Education, Adult Basic Education, Library Faculty and Counseling Faculty	Academy of Music Non-Credit
Bachelor's or less	\$28.00	\$25.50
Master's	\$31.00	\$26.75
Master's Plus	\$32.50	\$27.50
Doctorate	\$34.00	\$28.00

<u>College credit, College Prep, and Adult Secondary</u>	<u>Vocational Credit, Continuing Workforce Education, Adult Basic Education, Library Faculty and Counseling Faculty</u>	<u>Academy of Music Non-Credit</u>
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<u>Bachelor's or less</u>	<u>\$32.00</u>	<u>\$29.50</u>	<u>\$25.00</u>
<u>Master's</u>	<u>\$35.00</u>	<u>\$30.75</u>	<u>\$30.00</u>
<u>Master's Plus</u>	<u>\$36.50</u>	<u>\$31.50</u>	<u>\$30.00</u>
<u>Out-of Field Ed.D.</u>	<u>\$37.25</u>	<u>\$31.75</u>	<u>\$30.00</u>
<u>Doctorate</u>	<u>\$38.00</u>	<u>\$32.00</u>	<u>\$30.00</u>

D. Compensation for Guaranteed Summer Assignment

The Guaranteed Summer Assignment shall be compensated by calculating the overload rate in 15.02.C by the number of hours in the summer assignment.

~~The guaranteed summer assignment defined in Section 15.01B. shall be compensated according to the following table:~~

<u>DEGREE CATEGORY</u>	<u>MASTER'S</u>	<u>MASTER'S PLUS PLUS</u>	<u>DOCTORATE</u>
<u>BACHELOR'S</u>			
<u>Instructional Faculty</u> <u>90-contact hours + 12-office</u> <u>hours = 102 total hours</u>	<u>\$2,856</u> <u>(\$28.00/hour)</u>	<u>\$3,162</u> <u>(\$31.00/hour)</u>	<u>\$3,315</u> <u>(\$32.50/hour)</u>
<u>Library and Counseling Faculty</u> <u>120-contact hours</u>	<u>\$3,060</u> <u>(\$25.50/hour)</u>	<u>\$3,210</u> <u>(\$26.75/hour)</u>	<u>\$3,300</u> <u>(\$27.50/hour)</u>

E. Prior Learning Assessment

Faculty members serving as evaluators for prior learning assessment shall be compensated at the rate of \$25 per course evaluation request completed.

F. Compensation for Sections more than 10% over standard seating

Management may allow students to overload into full sections up to a 10% increase in class size. However, faculty shall not be forced to accept students into full sections beyond the 10% increase. Should faculty accept students beyond the 10% overage, the faculty member shall be compensated per the Directed Study Rates in 15.02.B.

15.03 Educational Achievement Incentive

Any faculty member who receives a higher degree or degree classification level from an accredited institution in his or her designated subject or discipline area or receives a pre-approved (by the President or designee) degree in higher education or other subject or discipline area shall advance in degree classification level and shall receive a recurring pay increase added to the 164-day base salary according to the following schedule. Educational requirements for pay level categories are defined in Appendix L.

From less than a Bachelor's to Bachelor's adds	\$3,000
From Bachelor's to Master's adds	\$3,500
From Master's to Master's Plus adds	\$3,500
<u>From Master's to out-of-field Ed.D. adds</u>	<u>\$5,000</u>
From Master's to Doctorate adds	\$8,000 7,000
<u>From Master's Plus to out-of-field Ed.D. adds</u>	<u>\$1,500</u>
From Master's Plus to Doctorate adds	\$4,500 3,500

The salary adjustment, once approved by the President or designee, will begin on a pro rata basis from the date of the receipt in the department head's office of a completed Faculty Educational Achievement Application (see Appendix K) and official certification by the institution conferring the degree or credit; however, there will be no change in the deductions for any Association dues until the beginning of the next succeeding academic year.

Once officially approved by the College, the rank and degree classification level of a faculty member shall not be reduced to a lower level.

15.04 Salary Adjustments Resulting from Promotion

Faculty promotion at Pensacola Junior College is awarded in recognition of demonstrated commitment to college values and effectiveness related to student learning. The professional growth of a faculty member evolves as his or her years of teaching increase. The promotion system recognizes that evolution by setting different expectations for each rank. In addition, progression in rank distinguishes faculty members who meet increasingly broader standards of contribution to college values, especially those related to teaching and learning. In recognition of the increased expectations to progress in rank, the amount of the recurring adjustment to the 164-day base contract also increases as follows. The recurring adjustment to base salary resulting from promotion shall be applied before calculating the recurring base adjustment for raises, if any.

From Instructor to Assistant Professor	\$900	\$1,000
From Assistant Professor to Associate Professor	\$1,250	<u>4% of 164-day base salary</u>

From Associate Professor to Professor

\$1,500

5% of 164-day base salary

15.05 Educational Research Awards

Full-time faculty members may apply for educational research grants offered by the Office of the Vice President for Academic Affairs. During the semester prior to the start of the research, the faculty member will develop a prospectus, which must be submitted to the Vice President for Instructional Affairs and approved by the Research Council. The Research Council shall consist of three faculty members recommended by the Faculty Association and three individuals appointed by the Vice President for Instructional Affairs. The council will make recommendations to the Vice President for Instructional Affairs for final action. Through the council, faculty members will be offered peer and staff support in at least the areas listed below:

1. Topic selection (a set of suggested topics also will be available)
2. Literature review
3. Prospectus writing
4. Data collection, including instrument design
5. Statistical analysis
6. Report writing (style, format, etc.)
7. Action research

In addition to the prospectus, the council will review the draft and the final project report. A faculty or staff member will be appointed to work with each researcher as a mentor and facilitator. The Vice President for Instructional Affairs will sign off on each completed project.

As a teaching college, Pensacola Junior College values projects that focus on improving classroom instruction and student learning. Each faculty member who successfully completes an approved research project will receive a one-time award of \$1,500.

15.06 Salary Checks

- A. 164-Day Basic Contract - Instructional Faculty and Library Faculty
Faculty members shall be paid on a bi-weekly basis according to the negotiated pay dates of the appropriate academic calendar. Faculty members who select the 22 pay date schedule must enroll during the open enrollment period of March. Once enrolled, the faculty member must remain on the schedule until choosing to return to the 19 pay date schedule during a future enrollment period. The change in pay date schedule will become effective the following contract year.

Faculty members who elect the 22 pay date schedule shall have their 164-day basic contract divided into 26 equal amounts and shall be paid in equal amounts for all but the 22nd pay date. The 22nd pay date, the last pay date in the fiscal year,

shall include an amount equal to the remaining balance of the 164-day base contract.

B. 164-Day Basic Contract - Counseling Faculty

Counseling faculty shall be paid on a bi-weekly basis in equal installments over the contract year. The 164-day basic contract is worked over the entire contract year with at least one duty day scheduled per pay period.

C. Extended Contract Faculty

Extended contract faculty shall be paid on a bi-weekly basis in equal installments over the contract year. The extended contract is worked over the entire contract year with at least one duty day scheduled per pay period.

D. Payment for Overloads

Except as noted below, course overloads extending over the full length of the fall or spring terms shall be paid on a biweekly basis commencing not later than the third pay period of the term. Fall or spring term overloads of shorter duration shall be paid in a lump sum at the completion of the overload.

Course overloads during the summer terms shall be paid beginning with the second pay period with payments distributed over the remaining pay periods of the term. Payment on this schedule is dependent upon processing of the necessary paperwork.

Overloads for independent study, and continuing education courses shall be paid in a lump sum at the completion of the overload.

E. Guaranteed Summer Assignment

Compensation for the guaranteed summer assignment shall be paid according to the negotiated pay dates of the appropriate academic calendar. The contracted amount shall be paid for hours worked as ~~documented on approved time sheets~~ over the length of the work period as specified in the faculty member's individual contract.

In all cases, before a salary check is issued, all appropriate contracts and time sheets must have been processed according to College procedure.

F. Adjustments

For payroll purposes, a basic contract faculty member's daily rate of pay will be calculated by dividing the Term I and Term II salary by 164 days. Extended

contract faculty's daily rate of pay will be calculated by dividing the annual salary by 224 days. However, in order to avoid fluctuations in salary during holiday and break periods, the total salary will be paid in equal bi-weekly installments as stipulated in Sections 15.04A. and B. In the event a faculty member resigns during the term of the 164-day basic contract, the final paycheck will be adjusted to compensate the faculty member for the total number of duty days actually worked.

G. Corrections

Minor incorrect payments shall usually be adjusted on the next bi-weekly paycheck following the error; however, special checks may be issued within three (3) working days to prevent financial hardships.

PJCEFA 3/17/10