

ARTICLE 25

OTHER DUTY AND COMPENSATION

25.1 ADDITIONAL DUTY (Extra Duty) - The District and the Association agree that the following process will be followed when establishing an extra duty assignment. No faculty member/s working on a stipend or reassigned basis shall assume supervisory responsibilities for other personnel.

By mutual agreement between the Unit Member and a District Administrator, the member may select to work days and hours beyond the prescribed Appendix H calendar, and/or beyond their regular faculty assignment.

25.1.1 When the District determines the need for an extra duty assignment, GCFA will be notified of the scope of and compensation for the assignment.

25.1.2 It shall be the joint responsibility of the District and the Association to notify faculty of the availability of an assignment and the opportunity to apply. An application timeline will be stipulated.

25.1.3 Interested faculty must apply in writing to the designated supervising administrator within the stipulated timeline.

25.1.4 The supervising administrator shall select a faculty member from the applicants and notify the Association of the selection.

25.1.5 Monetary compensation shall be paid as a stipend and shall be a flat sum amount. Unless otherwise stated, stipends shall be paid in two (2) installments in December and May.

25.1.5.1 Unless already specified in the Contract as a listed dollar amount, the monetary compensation shall be established by the Administration.

Only where appropriate, the dollar amount shall be arrived at in consideration of the approximate hours required for the assignment and at a pay level equal to that designated as the Additional Duty Rate in the Overload Pay Schedule (Appendix A).

GCFA shall be notified of the assigned compensation.

25.2 RELEASE TIME (Alternative Faculty Assignment) - By mutual agreement between the Unit Member and a District Administrator, the member may elect to work days and hours in lieu of his/her regular faculty assignment, or a portion thereof. Some release time assignments are ongoing in nature and maybe specific to a particular discipline and/or an externally imposed regulation.

25.2.1 Except for Department Chairs determination, selection and notification shall be conducted as delineated above (Sections 25.1.1 through 25.1.4).

25.2.2 The amount of full-time load designated for the alternative assignment shall be determined by the Administration in consideration of the approximate hours required, and commensurate with regular faculty load parameters (i.e., lecture/lab ratios, hours of counseling).

25.2.3 The Association President will receive a forty percent (40%) of release time per term. The Academic Senate President will receive a forty percent (40%) and additional forty percent (40%) to be split between (2) two Academic Senate Vice-Presidents. This additional percent increase will be a two-year pilot program that will include an evaluation at conclusion. When necessary, the percent will be rounded off to the nearest whole number.

25.2.4 The District will provide three (3) 20% FTE Faculty Development Liaison positions to support instructional improvement efforts to include emphasis on accreditation standards, mentoring and professional development.

25.3 STIPENDS (Established Assignments) - Some extra duty assignments are ongoing in nature and may be specific to a particular discipline and/or externally imposed regulations. The list of specific assignments may be added to, modified, or deleted as mutually agreed by the District and the Association.

25.3.1 Department Chairpersons (See Article 29)

25.3.2 Coaching Pay Schedule

25.3.2.1 Full-time faculty who coach a sport as part of their regular load shall receive, as additional remuneration. See Appendix J.

25.3.2.2 Full-time faculty who coach a sport as an overload, and part-time faculty who coach shall receive a stipend as listed below in addition to the appropriate overload/part-time pay. See Appendix J.

Assistant coaches shall receive a stipend as listed above. In certain cases, without changing the total amount of funds, stipend amounts may be adjusted based on specific job descriptions with corresponding duties and responsibilities.

Any future increases to salary schedule will increase by the same percentage amount.

25.3.2.3 Coaching remuneration will be divided into equal monthly payments, as determined by the number of months in each sport's season.

25.3.2.4 Should a sport be canceled due to low enrollment, no compensation will be given. The resulting underload will be adjusted per Article 22.4.

25.3.2.5 The number and type of sports offered, and the number of coaches and assistant coaches is at the discretion of the District.

25.3.3 Designated leads of the following programs with externally imposed regulations requiring frequent, detailed reporting to the external agencies. See Appendix J.

- A. Department Chair Stipends - For Department Chair Stipends, refer to Article 29.5. Any future increases to salary schedule will increase by the same percentage amount.

25.3.4 Mutually agreed to assignments which require frequent and consistent time demands and responsibilities in excess of what would be considered reasonable and normal expectations of a faculty member's out-of-class responsibilities and L.E.H. load. See Appendix J.

25.3.5 The District will provide \$3,200 in stipends to each of the GCFA's four (4) designated negotiating team members. The GCFA grievance officer shall receive a \$3,200 stipend each academic year. Such stipends shall be compensation in lieu of release time for grievance processing and negotiation activities. Any future increases to salary schedule will increase by the same percentage amount.

25.3.6 Program Learning Outcomes (PLO) shall be developed and revised as part of the curriculum process. PLO assessment shall be conducted, discussed, and disseminated by all departments. PLO assessment should be scheduled for completion in the year prior to the completion of program review. **The SLO liaison will assist department chairs and program leads with the development of a PLO assessment cycle.** The District agrees to pay a stipend of \$200 per person for each PLO created and updated (per Appendix J). Departments have the discretion to allocate PLOs to teams or individuals. In the event that it is allocated to a team, each team member shall receive the stipend. Any future increases to the salary schedule will increase by the same percentage amount.

25.3.7 Student Learning Outcomes (SLO) shall be developed and revised as part of the curriculum process. All faculty must ensure that students in every class section receive a course syllabus that includes SLOs verbatim from the District's officially approved course outline of record. This information shall be furnished to the Professional Learning and Peer Mentor Liaisons for review and implementation by current and future faculty. The SLO liaison will assist department chairs and faculty with the development of an SLO assessment cycle. SLO assessment shall be completed as part of the established 5-year curriculum revision cycle. The District agrees to pay a stipend of \$150 per each class for SLOs created and updated. Any future increases to the salary schedule will increase by the same percentage amount.

25.4 OVERLOAD

By mutual agreement between the Unit Member and the appropriate District Administrator, the Unit Member may instruct additional days and/or hours beyond the prescribed Appendix H calendar.

By mutual agreement this overload may be adjusted per Article 22 or the overload may be compensated per the Overload Pay Schedule (Appendix A).

25.5 MEETINGS

By mutual agreement between the Unit Member and a District Administrator, the member may elect to attend meetings beyond the days prescribed in Appendix H calendar. If compensation is agreed to it shall be paid at the Meeting Rate specified in the Overload Pay Schedule (Appendix A) or as a stipend.

25.6 CANCELLED COURSES

In the event that a part-time faculty member loses their assignment per contract rights (Article 16.4.9) the District shall compensate part-time faculty member at the minimum of 3 hours at the lab rate or the part-time faculty member should be paid for the first week of an assignment when class is cancelled less than two weeks before the beginning of a semester. If a class meets more than once per week, part-time faculty should be paid for all classes that were scheduled for that week, whichever is greater.