

**APPENDIX A  
FACULTY SALARY SCHEDULE  
2016-2017**

Foothill-De Anza Community College District

Column (Bracket)	I	II	III	IV	V
<b>STEP</b>					
A (1)	5706.63	6012.10	6317.56	6623.03	6928.48
B (2)	6012.10	6317.56	6623.03	6928.48	7233.95
C (3)	6317.56	6623.03	6928.48	7233.95	7539.42
D (4)	6623.03	6928.48	7233.95	7539.42	7844.89
E (5)	6928.48	7233.95	7539.42	7844.89	8150.35
F (6)	7233.95	7539.42	7844.89	8150.35	8455.81
G (7)	7539.42	7844.89	8150.35	8455.81	8761.29
H (8)	7844.89	8150.35	8455.81	8761.29	9066.75
I (9)	8150.35	8455.81	8761.29	9066.75	9372.22
J (10)	8455.81	8761.29	9066.75	9372.22	9677.67
K (11)	8761.29	9066.75	9372.22	9677.67	9983.14
L (12)	9066.75	9372.22	9677.67	9983.14	10288.61
M (13)	9372.22	9677.67	9983.14	10288.61	10594.08
P (14+)	Step M + Professional Achievement Increment(s)*				
*Professional Achievement Increments (Monthly Payment Amount)					
Increment	Ten Month Contract	Eleven Month Contract		Twelve Month Contract	
P1 (\$3,000)	\$300	\$272.73		\$250.00	
P2 (\$6,750)	\$675	\$613.64		\$562.50	
P3 (\$11,000)	\$1,100	\$1,000.00		\$916.67	
P4 (\$15,500)	\$1,550	\$1,409.09		\$1,291.67	

**COLUMN (BRACKET) PLACEMENT**

Column I	1. Associate Degree and six years of appropriate work experience, or 2. Bachelor's and two years of appropriate work experience
Column II	1. Master's, or 2. Bachelor's, two years of appropriate work experience and 24 semester units subsequent to Bachelor's
Column III	1. Master's and 24 semester units subsequent to date of Master's, or 2. Master's and 60 semester units subsequent to date of Bachelor's, or 3. Bachelor's, two years of appropriate work experience and 48 semester units subsequent to Bachelor's
Column IV	1. Master's and 48 semester units subsequent to date of Master's, or 2. Master's and 84 semester units subsequent to date of Bachelor's
Column V	1. Earned Doctorate, or 2. Master's and 72 semester units subsequent to date of Master's, or 3. Master's and 108 semester units subsequent to date of Bachelor's

## INITIAL PLACEMENT ON THE SALARY SCHEDULE

### Initial Column Placement Guidelines:

1. Column placement will be based on minimum qualifications in the discipline as defined by the minimum qualification handbook issued by the CCCCCO and titled, "Minimum Qualifications for Faculty and Administrators in California Community College."
2. Faculty granted equivalency will be placed according to the minimum qualifications in the discipline in which they are hired.
3. Units used for initial column placement not included in the degree shall be upper division or graduate level course work from an accredited institution.

### Initial Step Placement Guidelines:

Entering faculty may be placed as high as the ninth step of the salary schedule, although the Board of Trustees has the authority to determine special cases of placement. Credit for previous experience shall be granted as follows:

1. Credit for previous full-time teaching, library, counseling, and/or administrative experience in an accredited public or private school will be on a year for year basis.
2. Credit for additional appropriate work experience, as required on the job announcement but not included in number 1, will be on the basis of one step for each two years of work experience. Graduate teaching assistant experience and fellowships may be considered under number 3.1 below.
3. A new faculty employee with additional work experience as described in Sections 3.1 or 3.2 below may request that additional step(s) be granted. The request shall be submitted to the appropriate Vice President with a copy to the Division Dean or appropriate administrator. The Vice President, in consultation with the Vice Chancellor of Human Resources, shall make a recommendation to the President. The President may grant additional step(s) on the basis of one step for each two years of specific work experience.
  - 3.1 Related academic work experience not included under numbers 1 and 2 above.
  - 3.2 For Psychological Services Counselor, and Health Services Director/Coordinator/College Nurse, work experience not included under numbers 1 and 2 above but which is directly related to the primary assignment, of providing professional non-instructional service and which current state licensure is required.
4. Part-time faculty experience will be equated to a full-time year using the following standards:

High School:	One year, full-time is 5 periods of daily assignment for a 36 week academic year OR 175 academic days times 5 hours/day for a total 875 total hours of assignment.
Adult Education:	One year, full-time is approximately 1000 total hours of assignment OR 25 to 30 hours of assignment for a 36 week academic year.
College:	45 quarter units OR 30 semester units equals one full-time annual load. For non-teaching faculty a full-time annual load will be equated to the

current loads for like positions at Foothill-De Anza Community College District.

**Note: Experience used to meet qualifications for column placement (minimum qualifications) cannot also be used for step placement.**

### **PROFESSIONAL GROWTH ACTIVITIES**

Professional growth activities are acknowledged throughout the faculty member's employment through salary changes including step advancement, column advancement and the Professional Achievement Award.

1. The professional growth activity (PGA) shall consist of nine (9) quarter units (or six semester units) or their equivalent within the preceding four years in one or more of the following:
  - 1.1 Credit course work at an accredited college or university which contributes to the faculty member's academic growth and development. Courses shall normally be upper division. Lower division course work (filed on Appendix O1) must be approved by the Division Dean or appropriate administrator. Faculty are advised to obtain approval before enrolling.
  - 1.2. Participation in or attendance at conference, workshops or non-credit courses (filed on Appendix O2) approved by the Division Dean or appropriate administrator. Eighteen hours of this type of activity shall equal one quarter unit.
  - 1.3. Professional activities and projects (filed on Appendix O3) approved by the Division Dean or appropriate administrator as having direct relevance to the faculty member's assignment. Faculty are advised to consult with the Dean or appropriate administrator prior to commencing these activities.

Unit equivalents are determined by the PGA Committee at Foothill or De Anza in accordance with past practice on the campus. Normally, the maximum in this category for the four-year PGA/PAA cycle is 6 quarter units. However, 9 quarter units can be awarded if at least 3 units are earned through Tenure Review Committee service. See Article 6A.4.7 and Appendix O3 for further information.

2. No professional growth activities may be repeated without the approval of the appropriate administrator or his or her designee.
3. All professional growth activities shall be reported on the appropriate Recording Form for Professional Growth Activities (Appendix O) and submitted to the campus Personnel office. Faculty may submit the Recording Form at any time but no later than June 1 of the fourth year of the four-year cycle (defined below under Step Advancement).

## **ADVANCEMENT ON THE SALARY SCHEDULE**

### **Step Advancement:**

1. Step advancement for regular and contract faculty operates on a four-year cycle. This means that step advancement begins with the commencement of probationary employment and occurs automatically for the next three years; by the end of the fourth year, in order to continue advancement on the salary schedule, the faculty employee shall have completed nine (9) quarter units of professional growth activity (PGA). At the end of the fourth year, if the faculty employee has not met the nine unit PGA requirement, no additional step advancement shall occur. In order to resume advancement, the faculty employee shall meet the nine unit PGA requirement within the immediately preceding four-year period. Once this requirement is met, the faculty employee shall be advanced to the next step at the beginning of the subsequent academic year, and a new four-year cycle shall begin; the process shall continue until the faculty employee reaches the top step of the salary schedule. In addition, the criteria listed below shall apply.
2. A faculty member shall be advanced one step on the salary schedule each year on July 1 provided the following criteria have been met:
  - a. Completion of at least 0.600 full-time annual load, and
  - b. Satisfactory professional growth as outlined above has been completed with appropriate signatures and submitted to the campus personnel office no later than June 1, and
  - c. Evaluations completed in accordance with Articles 6 and 6A reflect satisfactory professional performance.
3. Units earned for professional growth activity can also be applied to column (bracket) advancement.

### **Column (Bracket) Advancement:**

1. Faculty shall advance to the next column by accumulating the required number of units as listed on the salary schedule for bracket placement. All course work shall be from an accredited institution. Courses under Professional Growth Activities Section 1.1 shall normally be upper division. Lower division course work must be approved by the Division Dean or appropriate administrator. Any and all lower division course work completed after July 1, 1992 shall count toward column change provided it has received such approval. The use of lower division units completed prior to July 1, 1992 shall follow the guidelines in practice at that time. Only twelve semester units (18 quarter units) of Professional Growth Activities described in Sections 1.2 and 1.3 above may be used per column advancement. For professional growth activities filed under Article 38, the same limitation shall apply to Subsections 38.4.2 and 38.4.3.
2. No change will be made in column classification unless intention to change is filed with the appropriate administrator prior to June 30th and evidence of completion of the required work for such change is submitted prior to September 15th. Faculty employees covered under Article 10.11 with annual assignments which begin before the regular academic year are eligible for the new column classification at the next pay period following the completion and documentation of the required coursework. In all cases, no changes will be made after September 15. It is the responsibility of the individual faculty member to file for any changes in column classification.

If he or she fails to do so prior to the dates indicated above, change of column cannot be made until the following academic year.

*Note: Any education and experience used to meet equivalency cannot also be used for column advancement.*

**Professional Achievement Award:**

See Article 38.