

**APPENDIX B.1
PART-TIME CHILD DEVELOPMENT SALARY SCHEDULE
2016-2017**

Foothill-De Anza Community College District

Column (Bracket)	I	II	III	IV	V
STEP					
A (1)	21.58	25.26	29.19	33.29	37.63
B (2)	22.51	26.33	30.36	34.61	39.07
C (3)	23.45	27.38	31.55	35.93	40.50
D (4)	24.39	28.45	32.76	38.29	41.95
E (5)	25.31	29.51	33.93	38.57	43.40
F (6)	26.25	30.58	35.13	39.87	44.86
S (7)	27.18	31.65	36.31	41.19	46.29

COLUMN (BRACKET) PLACEMENT

Column I 60 semester units and Child Development Teacher Permit or AA Degree and Child Development Teacher Permit.

Column II 90 semester units and Child Development Teacher Permit or AA Degree plus 24 semester units and Child Development Teacher Permit.

Column III Bachelor's Degree and Child Development Teacher Permit.

Column IV Master's Degree and Child Development Teacher Permit; or Bachelor's Degree plus 24 semester units and Child Development Teacher Permit.

Column V Earned Doctorate and Child Development Teacher Permit; or Master's Degree and 24 semester units subsequent to date of Master's and Child Development Teacher Permit.

**APPENDIX B.1
INITIAL PLACEMENT ON THE SALARY SCHEDULE**

Initial Column Placement Guidelines

Units used for initial column placement not included in the degree may be lower division, upper division, or graduate level course work from an accredited institution.

Initial Step Placement Guidelines

Entering faculty may be placed as high as the fifth step of the salary schedule. Credit for previous experience shall be granted as follows:

1. Credit for previous full-time teaching in a licensed Child Development Center or Early Childhood Program or in a licensed and/or an accredited public or private elementary school will be year for year.
2. Credit for additional appropriate work experience, as required on the job announcement but not included in 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 below.
3. A new faculty employee with additional related academic work experience not included under numbers 1 and 2 above may request that additional step(s) be granted. The request shall be submitted to the 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.
4. Part-time faculty experience will be equated to a full-time year using the following standards:

Child Development:	One year, full-time is 1050 hours (175 academic days times 6 contact hours per day).
K-12:	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.

ADVANCEMENT ON THE SALARY SCHEDULE

Step Advancement:

1. A part-time faculty member shall be advanced one step on the salary schedule after completing the equivalent of a full-time annual load (0.99) for one academic year in the service of the District.
2. Advancement on the schedule shall be made at the beginning of the quarter immediately following the completion of the equivalent of a full-time annual load, providing the employee has demonstrated satisfactory professional performance by means of a satisfactory rating through the established evaluation procedures.
3. Each part-time faculty member who has been compensated at the top step (F) of the appropriate salary schedule for twelve (12) quarters of the regular academic year, after earning reemployment preference, shall be advanced to step (S) of the appropriate salary schedule, Appendices B.1, C, C.1, E, G. Step advancement shall be effective at the beginning of the thirteenth quarter of employment.

Column (Bracket) Advancement:

1. A part-time faculty employee shall advance to the next column by accumulating the required number of units as listed on the salary schedule for column placement. The required units shall come from one 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.

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.
 - 1.2 Participation in or attendance at local, state, or national conferences, workshops or non-credit courses (filed on Appendix O2) directly related to service in the District and approved by the Division Dean or appropriate administrator. Eighteen hours of this type of activity shall equal one quarter unit. Only twelve semester units (18 quarter units) of conference/workshop/non-credit activity described may be used per column advancement. Faculty are advised to obtain approval prior to the activity.
2. Credit course work (described in Section 1.1 above) shall be documented by an official transcript. If the coursework is lower division, the transcript shall be attached to Appendix O1 (Recording Form for Professional Growth Activities-Credit Coursework) and approved by the Division Dean. Conference and workshop participation/attendance (described in Section 1.2 above) shall be documented by a brochure or agenda from the activity attached to Appendix O2 (Recording Form for Professional Growth Activities-Conference, Workshops, Non-Credit Courses) and approved by the Division Dean. The faculty employee shall submit all required documents/forms to the campus Personnel office.
3. No change will be made in column classification unless intention to change is filed with the appropriate administrator at least one month before the beginning of an academic quarter; the

documented completion of requirements for such a change shall be filed before the beginning date of the academic quarter. It is the responsibility of the individual faculty employee to file for any change in column classification. If he or she fails to do so by the times indicated above, change of column cannot be made until the following quarter.

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