

## Lake Tahoe Community College District

### Memorandum of Understanding

June 30, 2023

The following Memorandum of Understanding (MOU) will conclude negotiations for Department Lead Units (Item #2 on the 2022-2023 sunshine list) between the Lake Tahoe Community College District ("District") and the Lake Tahoe Community College Faculty Association (Association") for the 2023-2024 academic year. The District and Association ratified a three-year (2022-2025) collective bargaining agreement on June 14, 2022. The agreement allowed for three openers for negotiations in the 2022-2023 academic year. These openers were sunshined on January 10, 2023. The department lead formula will be reviewed for effectiveness during the next two years and may be considered for inclusion in future contract revisions. All contract language changes associated with department lead minimum and maximum units including reassigned units will sunset June 30, 2025.

#### Intent:

The Intent of this MOU is to address department lead units regarding the formula calculations as it pertains to reassigned time associated with lab facility oversight. Simplifying item 4 and eliminating item 5 in the previously agreed upon formula allows for a more streamlined calculation of the laboratory component. This MOU acknowledges that there is a certain amount of work required of a lead, independent of the number of students served by the department.

#### Changes to the following contract language will sunset June 30, 2025:

##### 5.10 Department Lead Units (per year)

Department lead units will be assigned per the mutual agreement between the faculty member(s) and the District. It is the understanding of the District and the Faculty Association that the number of departmental lead units assigned to any department should not be static. The amount of work required to maintain the viability of a program is subject to change. As departments grow or shrink, adjustments should be made so that the amount of reassign time for departmental duties reflects departmental changes and trends. The previous two years will be used to calculate Department Lead compensation, and calculations will be run every two years to allow the District and its faculty to plan, budget, and schedule more effectively. If there are significant changes to departments within the two-year period, the negotiations process can allow for a recalculation outside of the cycle. It is assumed that this model will only apply to departments that have historically received department lead compensation, unless otherwise negotiated. Department lead units may not exceed ~~12-10 units~~ per department. ~~Faculty may apply a maximum of 10 total reassigned units toward the 48-unit contractual load.~~ ~~Reassigned~~

~~units for the Fitness Education Center Director, Wilderness Education and Outdoor Leadership Director, Hospitality Management/Culinary Arts Director Director of the FEC, the Wilderness Director, the Student Learning Outcomes Coordinator, the Academic Senate President, the ISSI Academic Oversight role, and Faculty on Special Assignment are exempt from this 10 unit maximum.~~ In addition, a minimum of 2.5 units will be assigned to a Department Lead regardless of the numbers generated by the model. The assumption is that there is a certain amount of work required of a lead, independent of the number of students served by the department. The calculated totals for departmental lead reassigned units compensation are to be rounded to the nearest one-quarter unit.

Changes to the following contract language as presented per the item sunshined January 10, 2023:

~~The revised model uses the criteria outlined below to calculate workload compensation:~~

The department lead model uses the criteria outlined below to calculate workload compensation:

1. One unit of workload reassignment per year is assigned to each department lead, plus

**Assumptions and Justification:** Each department lead is required to provide quality control per course, per modality within their department (including ISP and online). Department leads are also required to submit a variety of institutional reports (Annual Unit Plans, program reports, department plans, maintain departmental SLOs, perform budget reports, etc.). Department leads are also required to perform a variety of miscellaneous department duties (administer and grade challenge exams, attend administrative meetings, handle disciplinary issues, etc.). It has been assumed that one unit of reassigned time should provide the compensation necessary for each department lead to perform the necessary functions to maintain viability of the department.

2. The number of part-time employees scheduled by the department lead per year x 0.25, plus

~~2. Number of part-time employees scheduled by the department lead per year x 0.25.~~

**Assumptions and Justifications:** The 0.25 multiplier is used here (to convert the number of part-time employees scheduled into reassigned units) to represent 3 hours of work by the faculty lead per part-time employee per year. Working with part-time employees represents the bulk of the workload for the faculty lead (outreach, communication of department goals/information, training, hiring/firing, SLO coordination, etc.). The

number of part-time employees scheduled (regardless of cancellations) is not to include full-time faculty members, tutors, or instructional aides. As the number of 17 individuals that a department lead oversees grows and shrinks, so should the associated workload.

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3. The number of courses successfully run by the department per year x 0.04, plus

~~3. Number of courses successfully run by the department per year x 0.04~~

**Assumptions and Justifications:** The 0.04 multiplier is used here (to convert the number of courses successfully run into reassigned units) to represent 0.5 hours of work by the faculty lead per course per year. Faculty leads are required to perform a variety of functions associated with class scheduling (maintaining curriculum, modifying quarterly schedules, ordering books, developing 2-year projected schedules, managing program pathways, etc.). It is assumed that by using the number of classes successfully run, a reasonable amount of compensation will be awarded for completion of those duties. All concurrent and partially concurrent courses are counted as one course. Again, as the number of courses that a department successfully runs to fulfill the needs of the department grows and shrinks, so should the associated workload.

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4. A percentage of reassigned time based on 8 years of historic data (Academic Years 2012 -2020) for each department where the Department Lead oversees laboratory spaces and equipment.

~~4. Number of laboratory contact hours scheduled in a lab facility by the department lead per year minus the number of staff hours scheduled to assist in the same facility x 0.002.~~

**Assumptions and Justifications:** The 0.002 multiplier is used here (to convert the number of lab hours scheduled into reassigned units) to show that one unit of reassigned time should be awarded for every 500 lab hours scheduled in a facility by the Department Lead per year. Faculty leads are required to perform a variety of functions associated with maintaining a laboratory facility (ordering supplies, maintaining equipment, cleaning and organizing, ensuring a safe work environment, etc.). The amount of workload associated with each facility is directly proportional to the degree in which the facility is in use. The number of hours that a space is being used as an academic lab is used to calculate reassigned units for the Department Lead. Only lab contact hours (in courses successful run) are used in calculating yearly totals. Concurrent and partially concurrent courses are counted as one course. Some facilities require additional staffing resources. The number of hours of supplemental help in managing the facility is subtracted from the Department Lead's responsibilities and, thus, their compensation. As the amount of time scheduled in a lab facility changes, so should the associated workload.

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For specific information regarding the formula for determining department lead reassigned units, see Appendix 10.

~~5. For any departments scheduling and managing open labs, the following calculations will apply: For every 500 hours of scheduled open lab, with a minimum of 250 hours, 0.5 units will be added to the department lead units calculation. This includes the following lab spaces until otherwise negotiated: ART (2-D, 3D, and Photography) and DMA. (For clarification, 250-500 hours = 0.5 units; 501-1000 hours = an additional 0.5 units; etc.).~~

~~Other Important Considerations:~~

- ~~1) The calculated totals for departmental lead reassigned units compensation are to be rounded to the nearest one-quarter unit.~~
- ~~2) Based on departmental data provided in Colleague, two year averages are to be used in the compensation model. 18~~
- ~~3) Department Lead Duties are further defined in the section. For specific information regarding the formula for determining department lead reassigned units, see Appendix 10.~~

## Appendix 10 – Departmental Lead Reassigned Units

### Department Lead Compensation Model Revisions ~~for 2021-2023~~

#### Background:

~~Prior to 2013, there was no process in place for establishing and revising the level and distribution of Department Lead compensation. It is not known how workload levels were determined historically, and one can only speculate that it was likely influenced by individual perceptions, relationships, and the quality of one's advocacy. The absence of a systematic mechanism to account for workload led to imbalances in the level and distribution of compensation. Through negotiations, the faculty contract was revised in order to better provide for an equitable level and distribution of workload compensation for Department Leads. Those changes went into effect during the 2013-14 academic year, and they were scheduled to be revisited every three years. It was further agreed to at that point that a three-year average would be used to calculate Department Lead compensation. Lastly, the negotiating teams recognized that they created an imperfect model, and that over time, the model should be improved upon.~~

~~At the start of the 2016-17 academic year, negotiating teams began working to collect the data necessary to run the calculations established in the previously negotiated model. Several problems arose. Recreating the results for the previous model proved challenging due to a change in the data management system, and it was also recognized that the previous model was not accurately capturing the work performed by department leads, nor did it treat all departments similarly. The decision was made to adjust the model to better represent departmental workloads, to ensure that every department was treated similarly under the model, and to ensure that the calculations used in the model were repeatable and easy to use given data available. The primary goal of negotiations was to establish a sustainable, transparent, and systematic process for determining a more equitable level and distribution of Departmental Lead compensation beginning in the 2018-19 academic year. These model calculations were revisited in 2021 using the same set of assumptions.~~

~~During negotiations in academic year 2021-22, through mutual agreement, it was decided that, effective July 1, 2022, for implementation beginning in the spring of 2023, a two-year cycle of data would be used to establish a two-year set of department workload reassigned units. As such, the numbers enumerated here for 2021-22 will remain in place for the 2022-23 academic year. The next cycle of units for 2023-24 and 2024-25 will be calculated using 2021-22 and 2022-23 data.~~

~~This decision was made for several reasons: 1) to provide as much consistency as possible for faculty in terms of department workload units while 2) allowing the formula to respond in a more dynamic way to the data and 3) creating a cycle that responds with sensitivity~~

~~to and allows for the removal of academic year 2020-2021 in the calculations, as this year is considered, as of 2022, to have been an anomaly due to the COVID-19 pandemic.~~

#### Model Specifics:

~~Department lead units will be assigned per the mutual agreement between the faculty member(s) and the District. It is the understanding of the District and the Faculty Association that the number of departmental lead units assigned to any department should not be static. The amount of work required to maintain the viability of a program should change along with the changes made in the department. As departments grow or shrink, adjustments should be made so that the amount of reassigned time for departmental duties reflects departmental changes and trends. It was agreed to previously that a three-year average would be used to calculate Department Lead compensation, and calculations would be run every three years to allow the district and its faculty to plan, budget, and schedule more effectively. If there were significant changes to departments within the three-year period, the negotiations process was designed to allow for a recalculation outside of the cycle.~~

~~It is assumed that this model will only apply to departments that have historically received department lead compensation, unless otherwise negotiated. Department lead units may not exceed 12 per department. Faculty may apply a maximum of 10 totally reassigned units toward the 48-unit contractual load. Reassigned units for the Director of the FEC, the Wilderness Director, the Student Learning Outcomes Coordinator, the Academic Senate President, the ISSI Academic Oversight role, and Faculty on Special Assignment are exempt from this 10-unit maximum.~~

~~The revised model uses the criteria outlined below to calculation workload compensation:~~

~~The department lead reassign time model described here is an update to the model identified in the 2022 Faculty Contract. The revised model criteria are outlined below:~~

1. One unit of workload reassignment per year is assigned to each Department Lead, plus

~~**Assumptions and Justification:** Each department Lead is required to provide quality control per course, per modality within their department (including ISP and online). Department Leads are also required to submit a variety of institution reports (Annual Unit Plans, program reports, department plans, maintain departmental SLOs, perform budget reports, etc.). Department Leads are also required to perform a variety of miscellaneous department duties (administer and grade credit by examination exams, attend administrative meetings, handle disciplinary issues, etc.). It has been assumed that one unit of reassigned time should provide the compensation necessary for each Department Lead to perform the necessary functions to maintain viability of the department.~~

2. The Number of adjuncts scheduled by the Department Lead per year x 0.25 = reassigned units, plus:

~~**Assumptions and Justifications:** The 0.25 multiplier is used here (to convert the number of part-time employees scheduled into reassigned units) to represent 3 hours of work by the faculty lead per adjunct per year. Working with part-time employees represents the bulk of the workload for the faculty lead (outreach, communication of department goals/information, training, hiring/firing, etc.). The number of part-time employees scheduled (regardless of cancellations) is not to include full-time faculty members, tutors, or instructional aides. As the number of individuals that a department lead oversees grows and shrinks, so should the associated workload.~~

~~**Clarification:** The 0.25 multiplier represents 3 hours of work by the faculty lead per part-time faculty per year. Part-time faculty teaching multiple classes are not double counted.~~

3. The Number of courses successfully run by the Department Lead per year x 0.04 = reassigned units, plus:

~~**Assumptions and Justifications:** The 0.04 multiplier is used here (to convert the number of courses successfully run into reassigned units) to represent 0.5 hours of work by the faculty lead per course per year. Faculty leads are required to perform a variety of functions associated with class scheduling (maintaining curriculum, modifying quarterly schedules, ordering books, developing 2-year projected schedules, managing program pathways, etc.). It is assumed that by using the number of classes successfully run, a reasonable amount of compensation will be awarded for completion of those duties. All concurrent and partially concurrent courses are counted as one course. Again, as the number of courses that a Department Lead schedules to fulfill the needs of the department grows and shrinks, so should the associated workload.~~

~~**Clarification:** The 0.04 multiplier represents 0.5 hours of work by the faculty lead per course successfully run per year (including summer).~~

4. A percentage of reassigned time based on 8 years of historic data (Academic Years 2012 -2020) for each department where the Department Lead oversees laboratory spaces and equipment. Number of laboratory contact hours scheduled in a lab facility by the department lead per year minus the number of staff hours scheduled to assist in the same facility x 0.002.

**Clarification:** After adding the numbers calculated in parts 1, 2, and 3 from above, the departmental multiplier identified in the table provided below, will be used to determine the portion of reassigned time related to overseeing the lab facility. The amount of reassigned time will fluctuate in relation to the size of the department (as was the case in the previous model).

The numbers in the table provided are based on 8 years of historic data (Academic Years 2012 -2020). The number of laboratory contact hours scheduled in the lab facility minus the number of staff hours scheduled to assist in the same facility x 0.002 was the formula used to calculate the reassigned time during those years. A 0.002 multiplier was used because the District and FA agreed that one unit of reassigned time should be awarded for every 500 lab hours scheduled in a facility (as a reasonable approximation of the amount of work needed to maintain lab experiences at LTCC).

First, the percentage of “lab units” related to a faculty member’s reassigned time was calculated for the period of record. Then a multiplier was generated (based on this percentage) so that any future reassigned time related to lab oversight could be more easily calculated. It was assumed that the amount of work needed to maintain facilities and provide students with unique laboratory experiences should be proportional to the number of courses run and the number of part-time instructional faculty scheduled to teach in any given year (i.e., the amount of work related to maintaining laboratory spaces is proportional to the size of the department).

**Assumptions and Justifications:** ~~The 0.002 multiplier is used here (to convert the number of lab hours scheduled into reassigned units) to show that one unit of reassigned time should be awarded for every 500 lab hours scheduled in a facility by the Department Lead per year. Faculty leads are required to perform a variety of functions associated with maintaining a laboratory facility (ordering supplies, maintaining equipment, cleaning and organizing, ensuring a safe work environment, etc.). The amount of workload associated with each facility is directly proportional to the degree in which the facility is in use. The number of hours that a space is being used as an academic lab is used to calculate reassigned units for the Department Lead. Only lab contact hours (in courses successful run) are used in calculating yearly totals. Concurrent and partially concurrent courses are counted as one course. Some facilities require additional staffing resources. The number of hours of supplemental help in managing the facility is subtracted from the Department Lead’s responsibilities and, thus, their~~



compensation. As the amount of time scheduled in a lab facility changes, so should the associated workload.

5. For any departments scheduling and managing open labs, the following calculations will apply: For every 500 hours of scheduled open lab, with a minimum of 250 hours, 0.5 units will be added to the department lead units calculation. This includes the following lab spaces until otherwise negotiated: ART (2-D, 3D, and Photography) and DMA. (For clarification, 250-500 hours = 0.5 units; 501-1000 hours = an additional 0.5 units; etc.).

**Assumptions and Justifications:** The 0.002 multiplier is used here (to convert the number of lab hours scheduled into reassign units) to show that one unit of reassigned time should be awarded for every 500 lab hours scheduled in a facility by the Department Lead per year. Faculty leads are required to perform a variety of functions associated with maintaining a laboratory facility (ordering supplies, maintaining equipment, cleaning and organizing, ensuring a safe work environment, etc.). The amount of workload associated with each facility is directly proportional to the degree in which the facility is in use. The number of hours that a space is being used as an *academic lab* is used to calculate reassigned time for the Department Lead. Only lab contact hours (in courses successfully run) are used in calculating yearly totals. Concurrent and partially concurrent courses are counted as one course. Some facilities require additional staffing resources. The number of hours of supplemental help in managing the facility is subtracted from the Department Lead's responsibilities, and thus their compensation. Open labs need to be staffed and scheduled to fulfill the needs of the department. Additional compensation is allocated to meet the unique requirements of managing an open lab. As the amount of staffing in a lab facility changes, so should the associated workload. The departments with additional staffing resources for the most recent 3-year period are listed below:

17/18:

**ART 2-D:**  $15,174.68/15.51 = 978.38$  hours per year

**ART 3-D:** 40 hr/week/44 weeks art tech. = 1760 hours per year

**BIO:** 32 hr/week/38 weeks science tech. = 1216 hours per year

**CHM:** 28 hr/week/38 weeks science tech. (80%) = 851.2 hours/year

**PEF:**  $15,099.89/15.51 = 973.56$  (30%) = 292.07 hours per year

**PHY, PHS:** 28 hr/week/38 weeks science tech. (20%) = 212.8 hours per year

18/19:

~~ART 2-D: 11,185.90/16.05 = 696.94, 4,559.75/15.25 = 299 == 995.94 hours per year~~  
~~ART 3-D: 40 hr/week/44 weeks art tech. = 1760 hours per year~~  
~~BIO: 32 hr/week/38 weeks science tech. = 1216 hours per year~~  
~~CHM: 28 hr/week/38 weeks science tech. (80%) = 851.2 hours per year~~  
~~PEF: 16,507.18/15.82 = 1043.44 hours per year (30%) = 313.05 hours per year~~  
~~PHY, PHS: 28 hr/week/38 weeks science tech. (20%) = 212.8 hours per year~~

19/20:

~~ART 2-D: 16,668.05/16.53 = 1,008.35 hours per year~~  
~~ART 3-D: 40 hr/week/44 weeks art tech. = 1760 hours per year~~  
~~BIO: 8,664.84/16.95 = 511.2, 28 hr/week/12 weeks = 336 == 847.2 hours per year~~  
~~CHM: 28 hr/week/38 weeks science tech. (80%) = 851.2 hours per year~~  
~~PEF: 9,864.72/15.75 = 626.33, 2,412.25/12 = 201.02 == 827.35 (30%) = 248.2 hours per year~~  
~~PHY, PHS: 28 hr/week/38 weeks science tech. (20%) = 212.8 hours per year~~

TABLE OF CALCULATIONS USED FOR DEPARTMENTS THAT OVERSEE LABORATORY SPACES AND EQUIPMENT

<u>Department</u>	<u>Percentage of Reassigned Time Related to Lab Oversight (2012-2020)</u>	<u>Lab Duty Multiplier</u>
<u>ART</u>	<u>48.6</u>	<u>1.944892</u>
<u>DMA</u>	<u>38.2</u>	<u>1.618818</u>
<u>BIO</u>	<u>49.4</u>	<u>1.974887</u>
<u>CHM</u>	<u>46.9</u>	<u>1.883884</u>
<u>GEL/GEG/CIS/EVS/PHS</u>	<u>28.7</u>	<u>1.401671</u>
<u>MUS</u>	<u>7.8</u>	<u>1.084628</u>
<u>PED</u>	<u>40.5</u>	<u>1.680253</u>
<u>PHY</u>	<u>41.8</u>	<u>1.680756</u>

**TABLE SHOWING 2023-2025 DEPARTMENT LEAD COMPENSATION**

<u>Department</u>	<u>Subject Title</u>	<u>AY 2022-2023 Units-</u>	<u>Calculated Units AY 2023-2025 without min/max</u>	<u>Calculated Units AY 2023-2025 with min/max (sunsetting June 30, 2025)</u>
<u>ANT</u>	<u>Anthropology</u>	<u>2</u>	<u>2.25</u>	<u>2.25</u>
<u>ART</u>	<u>Art</u>	<u>10</u>	<u>9</u>	<u>9</u>
<u>BSN/ECO</u>	<u>Business/ Economics</u>	<u>4.75</u>	<u>5.25</u>	<u>5.25</u>
<u>BIO</u>	<u>Biology</u>	<u>8.75</u>	<u>7.25</u>	<u>7.25</u>
<u>CHM</u>	<u>Chemistry</u>	<u>3.25</u>	<u>3.75</u>	<u>3.75</u>
<u>DMA</u>	<u>Digital Media Arts</u>	<u>3.25</u>	<u>2.5</u>	<u>2.5</u>
<u>ENG</u>	<u>English</u>	<u>6.75</u>	<u>7.25</u>	<u>7.25</u>
<u>EVS/GEG/GEL/PHS/CIS</u>	<u>Earth and Environmental Sciences</u>	<u>5.5</u>	<u>5.75</u>	<u>5.75</u>
<u>HIS/POL</u>	<u>History and Political Science</u>	<u>3</u>	<u>3.5</u>	<u>3.5</u>
<u>MAT</u>	<u>Math</u>	<u>6</u>	<u>4</u>	<u>4</u>
<u>MUS</u>	<u>Music</u>	<u>5</u>	<u>3.25</u>	<u>3.25</u>
<u>PEF</u>	<u>Physical Education</u>	<u>11.75</u>	<u>10.25</u>	<u>10.25</u>
<u>PHY/PHS</u>	<u>Physics</u>	<u>2.5</u>	<u>2.25</u>	<u>2.25</u>
<u>PSY</u>	<u>Psychology</u>	<u>4.75</u>	<u>4.75</u>	<u>4.75</u>
<u>SOC</u>	<u>Sociology</u>	<u>3.25</u>	<u>4.75</u>	<u>4.75</u>
<u>SPA</u>	<u>World Languages</u>	<u>6.5</u>	<u>5.5</u>	<u>5.5</u>
<u>Total Units</u>		<u>87</u>	<u>81.5</u>	<u>81.75</u>

**Other Model Specifics:**

- Part-time faculty teaching multiple classes in a department were not double counted. (Colleague e.g., “Adjunct Faculty Count by Subject” Report in LTCC Reports -> IE -> Faculty analysis)
- Courses associated with ISSI, the Athletic Department, and the six courses associated with the FEC were not included in calculating PEF data. PET and PEH were included. Concurrently scheduled courses were counted as one. (Colleague e.g., “Active and Cancelled

Course Section Count” Report in LTCC Reports-> IE -> Schedule Analysis for the section counts)

Full-time Faculty Department Lead vs. Directors:

A Department Lead is a ~~full-time~~ faculty member that assumes additional responsibilities in order to maintain the viability of an academic department. This may differ from the responsibilities of a Director or Coordinator of a facility or program. For ~~this these~~ reasons, Directors and Coordinators are not included in the calculations. The following is a list of Fulltime Faculty positions that have been excluded from this model:

- ~~Student Accessibility Services Director~~
- ~~Fitness Education Center Director~~
- ~~Lead Counselor~~
- ~~Hospitality Management/Culinary Arts Director~~
- ISSI Academic ~~Oversight~~ Coordinator
- ~~Director of Library and Learning Services~~
- ~~Director of Wilderness Education and Outdoor Leadership~~ Director

Other Considerations When Performing Calculations:

- ~~1. The calculated totals for departmental workload compensation are rounded to the nearest quarter unit.~~
- ~~2. Based on departmental data provided in Colleague, a three-year average (2017-2020) was used to provide workload compensation units for the next period (2021-2023). The calculations can be rerun at any point to keep track of departmental trends; however, effective July 1, 2022, the calculations will move to a two-year cycle (units for 2023-25 will be calculated using 2021-23 data).~~
- ~~3. Courses associated with the Athletic Department and the six courses associated with the FEC were not included in calculating PEF data. PET and PEH were included.~~
- ~~4. Academic courses scheduled in the Gym, the G3 PE lab, and the Dance Studio were used in the lab facility calculations for PEF.~~
- ~~5. A yearly average was used to calculate open lab hours for the following:  
ART: 2000 hours (2-D lab: 250 hours; 3-D lab: 1400 hours; Photo lab: 350 hrs)  
DMA: 300 hours~~

Proposed 2021-2022 and 2022-2023 Department Lead Compensation:

<del>SUBJECT</del>	<del>SUBJECT TITLE</del>	<del>2018-2021</del> <del>Units</del>	<del>2021-2023</del> <del>Units</del>
<del>ANT</del>	<del>Anthropology</del>	<del>3</del>	<del>2</del>
<del>ART</del>	<del>Art</del>	<del>10</del>	<del>10</del>
<del>BSN/ECO</del>	<del>Business/Economics</del>	<del>4.5</del>	<del>4.75</del>
<del>BIO</del>	<del>Biology</del>	<del>6.25</del>	<del>8.75</del>
<del>CHM</del>	<del>Chemistry</del>	<del>3.5</del>	<del>3.25</del>
<del>DMA</del>	<del>Digital Media Arts</del>	<del>3</del>	<del>3.25</del>


ENG	English	7	6.75
EVS/GEG/GEL/PHS/CIS	Earth Sciences (2020 change due to EVS & CIS)	4.25	5.5
HIS/POL	History and Political Science	3.25	3
MAT	Math	7.75	6
MUS	Music	5	5
PEF	Physical Education	13.5	11.75
PHY/PHS	Physics	2.5	2.5
PSY	Psychology	3.75	4.75
SOC	Sociology (2020 change due to SOC hire)	0	3.25
SPA	World Languages	4.5	6.5
	<b>Total Units</b>	<b>81.75</b>	<b>87</b>


Conclusion:

In addition to the Department Lead Compensation Model conclusions outlined above, the Faculty Association and the District agree that the greatest value of a full-time faculty member to students and to the College is when they are providing instruction through direct student contact in the classroom. However, many non-instructional programmatic and departmental duties require the expertise of a full-time faculty member. An appropriate balance must be achieved to realize the maximum benefit for students, departments, and the college.

For this reason, a maximum of twelve (12) department lead duties may be assigned, even in the event that the calculation exceeds that amount. The District and the Faculty Association agree to reassess the department needs should the calculations regularly exceed twelve (12) units. Additionally, a maximum of ten (10) reassigned units can be applied towards a full-time faculty member's contractual load (excluding the roles of Director of FEC, Wilderness Director, Academic Senate President, Student Learning Outcomes Coordinator, the ISSI Academic Oversight role, and Faculty on Special Assignment). Any reassigned units in excess of ten can be reallocated to another individual within the department or paid out at an overload rate.

The Faculty Association and the District believe that collectively the above proposal achieves our shared goal of providing an equitable level and distribution of compensation for the duties associated with being a Department Lead. The District and faculty now have the means to regularly review overall workload for every department (regardless of full-time faculty presence) for the purpose of allocating compensation where it is deemed appropriate. Future negotiating teams will revisit this model (and its effectiveness) to recalculate the amount of Department Lead Compensation once every two years, or when necessary.

  
 Ray Gamba (Jun 30, 2023 14:49 PDT)  
 District Representative

  
 Mike Spina (Jun 30, 2023 15:37 PDT)  
 Faculty Association Representative

Jun 30, 2023

DATE

Jun 30, 2023

DATE