

Collective Bargaining Agreement

between

Oregon Coast United Employees Local 6020, AFT, AFL-
CIO



AND

Oregon Coast Community College



Faculty Contract
2023 to 2028

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PREAMBLE

This Agreement is made and entered into by and between Oregon Coast Community College, hereinafter referred to as the College, and AFT-Oregon Coast United Employees, Local 6020, AFT, AFL-CIO, hereinafter referred to as the Union, for itself and on behalf of the employees in the bargaining unit described herein.

ARTICLE 1 – RECOGNITION

The College recognizes the Union as the collective bargaining representative with respect to employment relations as set forth in ORS 243.650 to 243.782 for all part-time and full-time faculty employed by the College excluding managers, supervisors, confidential employees as defined by ORS 243.650(6) and instructors of noncredit, non-transferable community education courses.

ARTICLE 2 – NON-DISCRIMINATION

The College is committed to providing equal employment opportunity through the practice of non-discrimination with regard to race, color, sex, sexual orientation, gender identity, religion, age, national origin, marital status, veteran status, or any other status protected by law. The College is committed to providing reasonable accommodation to qualified individuals with disabilities in accordance with applicable law.

The College will practice non-discrimination as described above in all matters concerning members of the bargaining unit.

The College is committed to complying with all applicable State and Federal laws related to civil rights.

ARTICLE 3 – MANAGEMENT RIGHTS

Subject to the provisions of this Agreement, the College retains the full right and authority to manage and administer the College and its employees. This includes, but is not limited to, establishment and management of properties, resources, and facilities; determination of the administrative organization; determination of financial policies of the College; the appointment, direction, evaluation, discipline, and supervision of employees; the right to determine educational courses and programs, curriculum, and services of the College; and the number and location of job positions required.

Nothing in the Agreement shall limit in any way the College's right to contract or subcontract work, nor shall it require the College to bargain such decisions with the Union, nor shall it

require the College to continue in existence any of its present courses or programs in their present form and/or location or on any other basis. This provision, however, does not limit the Union's right to bargain the impact of such decisions.

ARTICLE 4 – UNION RIGHTS

A. Information

The College will provide the Union with a list of all new faculty hires in the bargaining unit within ten (10) days of their date of hire.

Upon request of the union, and no less than every 120 days, the College will provide the Union with a list of all bargaining unit employees including their name, date of hire, job title, FTE appointment and rate of pay, College contact information (email, office number, phone extension), and personal contact information (address, phone number(s), email). All information shall be held confidential by the Union and used only for Union business.

The College shall, upon written request, provide the Union with other information needed by the Union to function as the exclusive bargaining representative of the unit. The Union shall reimburse the College for the actual costs incurred as a result of fulfilling such requests.

The Union will provide the College with a list of its officers and representatives. The Union will keep this list current.

B. Union Access

Representatives of the Union shall have reasonable access to all non-instructional bargaining unit work areas for the purposes of administering this agreement, provided that such access does not interfere with the normal business of the College.

Representatives of the union shall have reasonable time to engage in union work during regular work hours without loss of compensation, leave, or any other benefits. This work includes but is not limited to activities associated with negotiating or administering the collective bargaining agreement, meeting with new employees, providing information about the collective bargaining agreement to members of the bargaining unit, or to attend labor management meetings.

C. Use of College Facilities

The Union may use College facilities such as classrooms or meeting rooms for official Union business at no cost provided it abides by any facility usage policies.

The College agrees to allow the Union reasonable use of college internal mail service, email, and college mailboxes for official Union business provided such use does not interfere with the normal business of the College.

The College will designate a space at the Central Campus for a bulletin board, purchased by the Union at the Union's expense and installed by the College.

D. Remittance of Deductions

The College shall remit to the Union the deductions made pursuant to this article together with the names of the faculty members for whom the deductions were made and the amounts deducted for each within ten (10) days from the payday on which the deductions were made.

E. Indemnification

The Union agrees to indemnify and hold the College harmless from any and all claims relating to any deduction made pursuant to this Article.

ARTICLE 5 – UNION DUES

The College shall deduct monthly Union dues from the paycheck of each bargaining unit member who submits a written authorization for such deduction. The Union shall specify in writing at least ten (10) days prior to the end of the month names of new members, a copy of the dues deduction authorization for each new member, and the dollar and /or the percentage deduction to be applied from the paycheck each month.

The College shall remit to the Union the deductions made pursuant to this article together with the names of the employees for whom the deductions were made and the amounts deducted for each within ten (10) days from the payday on which the deductions were made.

The Union agrees to indemnify and hold the College harmless from any and all claims relating to any deduction made pursuant to this article.

ARTICLE 6 – EMPLOYMENT STATUS

Faculty generally are defined as exempt professional employees.

A. **Part-Time Faculty:**

Part-time faculty appointments are term-by-term and may be for one, two, three, or four terms in an academic year. Except as expressly provided in this Agreement, employment of part-time faculty does not create any right, interest, or expectancy for future employment.

Some part-time-faculty positions are classified as three-quarter (.75) time and may be reappointed in subsequent academic years based upon program need and satisfactory performance.

Except as expressly provided in this Agreement, as with other part-time faculty, employment of three-quarter-time faculty does not create any right, interest, or expectancy of any future employment.

B. Associate Part-Time Faculty:

Faculty who have been providing instruction for the College for a total of six (6) of the previous nine (9) terms, only including summer term if worked, and who have obtained a satisfactory evaluation for such purpose shall be granted associate part-time faculty status.

C. Full-Time Faculty:

Some faculty positions are classified as full-time. Newly hired full-time faculty have probationary appointments. Probationary appointment faculty may be reappointed annually based upon satisfactory performance. After three years of successful performance at probationary appointment status, full-time faculty will be appointed to continuous appointment status.

ARTICLE 7 – WORK YEAR

A. Work Year and Hours:

Academic Year: The College's academic year begins on the first day of summer term and ends on the last day of the break between spring and summer terms.

Contract Year: The faculty contract year shall not exceed 174 days, including six paid holidays, identified in Article 19, for full- and three-quarter-time faculty. The contract year begins the week prior to the start of fall term and ends on the last day of spring term.

Work Week: The College work week is established as beginning at 12:00 am Sunday and ending at 11:59 pm Saturday.

1. **Full-Time Faculty Hours and Work Week:** The instructional work week for full-time faculty is thirty-five (35) hours, which is typically worked Monday through Friday each week. The thirty-five (35) hour work week shall include a minimum of thirty (30) hours on campus. By mutual agreement between a faculty and their supervisor, the thirty-five (35) hour work week may be performed in four (4) days.

During the instructional weeks of fall, winter and spring term, five (5) hours per week will be posted office hours for faculty to engage with students outside of the classroom.

During the contract year, there are nine (9) non-instructional days:

- Four (4) days (twenty-eight (28) hours) are worked during the week immediately prior to fall term. Of those twenty-eight (28) hours, twenty (20) hours will be institutionally assigned.
- Five (5) days (thirty-five (35) hours) are determined as part of the faculty's annual workplan.

2. **Three-Quarter-Time Faculty Hours and Work Week:** The work week for three-quarter-time faculty is twenty-six and one-quarter (26.25) hours, which is typically worked Monday through Friday each week. The twenty-six and one-quarter (26.25) hour work week shall be performed on campus. By mutual agreement between faculty and their supervisor, the twenty-six and one-quarter (26.25) hour work week may be performed in four (4) days.

During the instructional weeks of fall, winter and spring term, three and three-quarter (3.75) hours will be posted office hours for faculty to engage with students outside of the classroom.

During the contract year, there are nine (9) non-instructional days:

- Four (4) days (twenty-one (21) hours) are worked during the week immediately prior to fall term. Of those twenty-one (21) hours, fifteen (15) hours will be institutionally assigned.
- Five (5) days (twenty-six and one-quarter (26.25) hours) are determined as part of the faculty's annual workplan.

ARTICLE 8 –ASSIGNMENTS

B. **Assignments:**

Management is committed to fostering collaboration with faculty in the development of teaching assignments and annual workplans, including the professional activities in those workplans. There may be instances, however, when institutional requirements will necessitate adjustments to course assignments, scheduling, work location, or professional duties.

1. Full and three-quarter-time faculty members are professional employees and, as such, exercise judgment and discretion in their work hours to fulfill their professional responsibilities. It is understood that faculty spend time off campus and outside the normal workday fulfilling their professional duties. These duties may include undertaking activities that promote and support:
 - a. Student success, such as mentoring of students, supervision of student organizations and/or activities, and recruitment and retention events.

- b. College priorities and programs, such as community outreach, program review, assessment of student learning, curriculum development, accreditation compliance, and committee work.
- c. Faculty professional development
- d. Other activities as directed or approved by the Chief Academic Officer/designee.

The College expects these duties to be approached to effectuate the College's educational goals and mission as determined by the College.

Part-time faculty recognize that in their activity for the College they too have an obligation to support College priorities and programs and undertake their work to effectuate the College's educational goals and mission as determined by the College.

- 2. Teaching assignments include instructing, preparing courses, evaluating students' work, grading papers, submitting grades and related reports, meeting with the Chief Academic Officer/designee, and engaging in a reasonable amount of student contact outside of instruction time to respond to questions and to resolve course related problems.
 - a. The College will consider preferences of the faculty in making instructional assignments. Faculty may request modification of their proposed assignments prior to the beginning of each term.
 - b. Faculty will be notified in writing of their assignments before the first class meeting, which the College will strive to provide at least 10 College working days before the first class meeting. This written notice will be known as the Confirmation of Teaching Assignment or "CTA." The CTA will include the courses to be taught or work to be done and will be authorized by the Chief Academic Officer/designee. However, confirmation of teaching assignment does not preclude changes in the class schedule due to circumstances such as class cancellation or the addition of new classes.
- 3. Faculty will not accept assignments within the College which conflict with any prior notices of work assignments, including staff appointments, unless the faculty member is willing to relinquish the conflicting assignment.
- 4. Course assignments prior to or during any term may be reassigned from part-time faculty to full-time or three-quarter-time faculty in order to satisfy full-time or three-quarter-time faculty instructional workload requirements.

5. Any combination of staff and faculty assignments will not exceed forty (40) hours in one work week unless approved by the supervisor in the area where the overtime will be worked prior to work being performed and reviewed by the Office of Human Resources.
6. Targeted-Training Assignments: These assignments occur when the College elects to enter into agreements with third parties to provide instructional services for targeted educational or training opportunities. Some faculty members may perform targeted-training assignments at the request of the College and the agreement of the faculty member. The faculty member's work schedule for a targeted-training assignment will be determined pursuant to the contract between the College and the third party creating the assignment.

C. Associate Part-Time Faculty:

1. Faculty with associate part time faculty status will be given course assignments, provided sufficient courses for which they are qualified to teach are planned.
2. Associate part-time faculty may request a projection of annual assignments in writing for the following academic year. Associate part-time faculty who desire a projected assignment must notify the Chief Academic Officer/designee in writing by March 15. The projection will be for the following contract year. Requesting faculty will be notified in writing by April 15 of the following academic year's projected course(s). The notice will include the courses projected to be taught. Faculty will reply in writing to the Chief Academic Officer/designee within ten (10) college business days of receipt of notice, indicating whether or not they will accept the projected courses.
3. The College will attempt to avoid deviations from projected annual assignments, although the College may change projected annual assignments due to any variety of circumstances. Projected assignments do not replace the Confirmation of Teaching Assignment (CTA).
4. The College need not assign courses or other work to associate part time faculty if:
 - a. The associate part-time faculty is not qualified to teach the course(s) to be offered or perform the available work;
 - b. The associate part-time faculty does not accept the assignment at the time or place designated;

- c. The associate part-time faculty has received an unsatisfactory evaluation and has failed to meet the requirements of a performance improvement plan within the following two (2) terms in which the faculty is teaching;
- d. For just cause as specified in this Agreement;
- e. An associate part-time faculty has refused assignments for four (4) consecutive terms, not to include summer term. This provision shall not apply to terms in which the faculty member is on an approved leave of absence;
- f. Assignment of courses or work is made to full-time or three-quarter-time faculty in order to satisfy full-time or three-quarter-time work assignments;
- g. Insufficient classes are scheduled;
- h. Funding is reduced or insufficient; or
- i. Courses or work are canceled, as determined by the College.

ARTICLE 9 –WORKLOAD

D. Instructional Workload:

1. Part-time (non-three-quarter-time) faculty teaching lecture, designated writing, or distance education courses will not be assigned to an instructional workload which exceeds an instructional load of 10.0 per the table below. Part-time (non-three-quarter-time) faculty teaching combination courses will not be assigned to a workload which exceeds fifteen (15) hours per week or an instructional load of 12.0 per the table below.
2. Full-time and three-quarter-time faculty will be assigned instructional workloads within the ranges of the tables listed below. During summer term, full-time and three-quarter-time faculty accepting fourth-term employment may be assigned an instructional load not to exceed fifteen (15) hours per week or 12.0 instructional load per the table below prorated for the eight (8) to ten (10) week summer term.
3. Full-time faculty may accept overload courses beyond the normal instructional workload limits during fall, winter and spring terms, not to exceed an additional instructional workload of three (3) credits or one (1) course, whichever is greater. Full-time faculty are not obligated to accept fourth-term summer employment or overload courses during the fall, winter and spring terms.

Three-quarter-time faculty shall not accept overload courses beyond the normal instructional workload limits during fall, winter, and spring terms. Three-quarter-time faculty may accept fourth-term summer employment but are not obligated to do so.

4. Instructional workload will be assigned by the Chief Academic Officer/designee based on the number of contact hours per week indicated by college-approved course content guides. The College may change instructional load factors and the method for calculating instructional workload when curricular and/or programmatic changes require. The College may also adjust instructional workload ranges or limits when the College elects to employ faculty specifically to provide instructional services to third parties for targeted educational and training opportunities.

Instructional workloads will be assigned and monitored based upon the following instructional workload factors assigned to each contact hour in an eleven (11) or twelve (12) week term.

Full-time Faculty Instructional Workload (.90 to 1.15 instructional FTE)						
Type of Instruction	Load Factor for Type of Instruction per Contact Hour	Full-time Faculty Bottom of Instructional Contact Hour Range	Full-time Faculty Top of Instructional Contact Hour Range	Full-time Faculty Bottom of Instructional Load Range	Full-time Faculty Top of Instructional Load Range	Full-time Faculty Target Instructional Load
Lecture Courses	1.00	14.00	16.00	14.00	16.00	15.00
Combination Courses	0.80	20.00	25.00	16.00	20.00	18.00
Designated Writing Courses	1.25	11.00	13.00	13.75	16.25	15.00
Distance Education Courses	1.25	11.00	13.00	13.75	16.25	15.00
Aquarium Science Practicum	0.50	N/A	N/A	N/A	N/A	N/A
Internship, Cooperative Work Experience, and Independent Study Courses	0.10	N/A	N/A	N/A	N/A	N/A

Three-quarter-time Faculty Instructional Workload (.70 to .89 instructional FTE)						
Type of Instruction	Load Factor for Type of Instruction per Contact Hour	Three-quarter-time Faculty Bottom of Instructional Contact Hour Range	Three-quarter-time Faculty Top of Instructional Contact Hour Range	Three-quarter-time Faculty Bottom of Instructional Load Range	Three-quarter-time Faculty Top of Instructional Load Range	Three-quarter-time Faculty Target Instructional Load
Lecture Courses	1.00	11.00	13.00	11.00	13.00	12.00
Combination Courses	0.80	16.00	20.00	12.80	16.00	14.40
Designated Writing Courses	1.25	9.00	10.00	11.25	12.50	11.90
Distance Education Courses	1.25	9.00	10.00	11.25	12.50	11.90

Three-quarter-time Faculty Instructional Workload (.70 to .89 instructional FTE)

Aquarium Science Practicum	0.50	N/A	N/A	N/A	N/A	N/A
Internship, Cooperative Work Experience, and Independent Study Courses	0.10	N/A	N/A	N/A	N/A	N/A

Part-time Faculty Instructional Workload (.00 to .69 instructional FTE)

Type of Instruction	Load Factor for Type of Instruction per Contact Hour	Part-time Faculty Bottom of Instructional Contact Hour Range	Part-time Faculty Instructional Contact Hour Limit	Part-time Faculty Bottom of Instructional Load Range	Part-time Faculty Instructional Load Limit	Part-time Faculty Target Instructional Load
Lecture Courses	1.00	0.00	10.00	0.00	10.00	N/A
Combination Courses	0.80	0.00	15.00	0.00	12.00	N/A
Designated Writing Courses	1.25	0.00	8.00	0.00	10.00	N/A
Distance Education Courses	1.25	0.00	8.00	0.00	10.00	N/A
Aquarium Science Practicum	0.50	N/A	N/A	N/A	N/A	N/A
Internship, Cooperative Work Experience, and Independent Study Courses	0.10	N/A	N/A	N/A	N/A	N/A

To calculate instructional workload, the number of contact hours per week are multiplied by the instructional load factor indicated for the instructional type.

Instructional workload factors may be adjusted during the eight- to ten-week-long summer term or during other terms. Instructional workload for faculty teaching multiple concurrent classes in combination course settings is calculated based on the number of assigned hours per week and type of instruction provided, i.e., laboratory, lecture, etc. Special projects and tutoring assignments are not included in workload calculations.

Lecture courses are courses taught in a traditional lecture and discussion format.

Combination courses include Adult Basic Education (ABE), General Education Development (GED), English Speakers of Other Languages (ESOL), Computer

Applications, Computer Science, Emergency Medical Technology, Science, Mathematics Center, Studio Art or other courses designated in the course master as some combination of lecture and laboratory or laboratory.

Designated Writing Courses are lower division transfer writing courses with a “WR” alpha prefix that require additional hours of course-related student conferences or tutoring over and above classroom instruction. Conference hours for designated writing courses will involve at least two (2) hours in writing conferences and writing analysis for every four credit hours of lecture.

Distance education courses are courses with a distance delivery format, i.e., online (web-based) courses or tele-courses (video-based).

ARTICLE 10 – ACADEMIC FREEDOM AND INTELLECTUAL PROPERTY

A. Academic Freedom:

The College and the Union agree that all Faculty are entitled to academic freedom which carries with it academic responsibility to students, to the community, and to the College. Academic freedom depends upon the free search for truth and its free exposition and is applied to teaching and other College-related activities. Academic freedom in its teaching aspect is fundamental for the protection of the rights of instructors when teaching and of the student for freedom in learning. Faculty are in the best position to determine grades according to their professional judgments and any established College standards. Unless the instructor is incapacitated, a grade may be changed only with the instructor’s consent or as a result of a successful appeal through a student grievance procedure based on a miscalculation or misapplication of a faculty member’s course grade criteria, a violation of college policy or procedure, and/or a violation of a state and/or federal law. In all cases, a grade will not be changed by the College without a good-faith effort to consult with the faculty member.

When teaching, instructors are entitled to freedom in the classroom when discussing the instructional subject; however, while controversy is at the heart of free academic inquiry, instructors will not persist in introducing material which has no relation to the subject they are teaching. Instructors have an obligation to promote conditions of free inquiry and to further understanding of academic freedom.

Instructors seek, above all, to be effective in their assigned duties. Although they will observe the stated regulations of the College, instructors will maintain their right to criticize and seek revision.

Instructors are entitled to full freedom in research and in the publication or production of the results of their work, unless such work is undertaken as part of paid instructional assignment.

As members of the community-at-large, faculty have the rights and obligations of any person in a free society. Instructors, individually, determine the amount and character of their civic, political, and community involvement outside the College with due regard to their responsibilities within it. Faculty shall not claim to represent the College when making public statements unless authorized to do so in advance.

B. Intellectual Property:

The parties to this agreement believe that the public interest is best served by creating an intellectual environment whereby creative efforts and innovations can be encouraged and rewarded, while still retaining for the College and its learning communities, reasonable access to, and use of, the intellectual property for whose creation the College has provided assistance.

The College supports the development, production, and dissemination of intellectual property by its faculty members.

In the absence of a written agreement to the contrary, intellectual property created, made, or originated by a faculty member shall be the sole and exclusive property of the faculty, author, or inventor, except as they may voluntarily choose to transfer such property, in full, or in part.

Material created for ordinary teaching use in the classroom and in department programs, such as syllabi, assignments, and tests, may be used for administrative purposes, including satisfying requests of accreditation agencies. Course syllabi may be provided by the institution to successor faculty in the same course for the purpose of instructional continuity.

ARTICLE 11 – COMPENSATION

A. Full-Time Faculty:

1. Salary

- a. Effective September 1, 2023, the base annual salary rates for full-time faculty will be as set forth in attached Appendix A. On Appendix A, Steps 4-6 will be removed and Steps 32-34 will be added.
- b. On September 1 of each year, full-time faculty who worked at least two of the normal three academic terms (fall, winter, spring) in the immediately preceding academic year will advance one 2% step placement.

- c. Effective September 1, 2023, a structural adjustment of 4% will be applied to the pay schedule for a 6% total increase for FY 23-24. Upon ratification of the contract, active employees will receive retro pay for FY 23-24.
- d. Effective September 1, 2024, a structural adjustment of 8% will be applied to the pay schedule for a 10% total increase for FY 24-25.
- e. Effective September 1, 2025-2027, a structural adjustment of 3% will be applied to the pay schedule for a 5% total increase in each of FY 25-26, FY 26-27 and FY 27-28.

2. **Overloads**

Overloads shall be compensated at the applicable rate from the pay scale for part-time faculty.

3. **Fourth-Term Employment**

Fourth-term (summer term) employment shall be compensated at the applicable rate from the pay scale for part-time faculty.

4. **Initial Step Placement**

Initial salary placement for new full-time faculty will be at up to Step 14 on the salary schedule at the discretion of the College.

B. Three-Quarter-Time Faculty:

1. **Salary**

- a. Effective September 1, 2023, the base annual salary rates for three-quarter-time faculty will be as set forth in attached Appendix B. On Appendix B, Steps 4-6 will be removed and Steps 32-34 will be added.
- b. On September 1 of each year, three-quarter-time faculty who worked at least two of the normal three academic terms (fall, winter, spring) in the immediately preceding academic year will advance one 2% step placement.
- c. Effective September 1, 2023, a structural adjustment of 4% will be applied to the pay schedule for a 6% total increase for FY 23-24. Upon ratification of the contract, active employees will receive retro pay for FY 23-24.
- d. Effective September 1, 2024, a structural adjustment of 8% will be applied to the pay schedule for a 10% total increase for FY 24-25.
- e. Effective September 1, 2025-2027, a structural adjustment of 3% will be applied to the pay schedule for a 5% total increase in each of FY 25-26, FY 26-27 and FY 27-28.

2. **Fourth-Term Employment**

Fourth-term (summer term) employment shall be compensated at the applicable rate from the pay scale for part-time faculty.

3. **Initial Step Placement**

Initial salary placement for new three-quarter-time faculty will be at up to Step 13 on the salary schedule at the discretion of the College.

C. **Part-Time (non-three-quarter-time) Faculty:**

1. **Salary**

- a. Effective September 1, 2023, pay rates for part-time (non-three-quarter-time) faculty will be as set forth in attached Appendix C.
- b. Each step on the pay scale will be a 2.5% increase.
- c. Effective September 1, 2023, a retroactive structural adjustment of 4% will be applied to the pay schedule. Upon ratification of the contract, active employees will receive retro pay for FY 23-24.
- d. Effective September 1, 2024, a structural adjustment of 8% will be applied to the pay schedule.
- e. Effective September 1, 2025-2027, a structural adjustment of 3% will be applied to the pay schedule for FY 25-26, FY 26-27, and FY 27-28.
- f. Faculty who achieve Associate Part-Time status will receive a one-time payment of \$200. This payment will be made in the pay period immediately following the confirmation of their Associate status.
- g. Modality is not a factor in the calculation of course pay and effective September 1, 2024 additional pay for online instruction will sunset.
- h. Pay for part-time faculty is calculated according to the classification of course section or work type as 1) lecture, 2) lab or lecture/lab, 3) practicum, internship, or independent study or 4) hourly.

2. **Initial Placement**

- a. The initial step placement for part-time (non-three-quarter-time) credit and ABE/GED/ESL faculty will be up to Step 13 at the discretion of the College.

3. **Step Advancement**

- a. Effective September 1, 2024, Steps 1 & 2 on the pay scale will be removed.
- b. Faculty move to subsequent pay steps upon completion of 495 step movement points based on a factored accumulation of any combination of contact hours of lecture, combination, or ABE/GED/ESL instruction.
- c. Step movement points will be calculated based on the following factors applied to each contact hour according to the type of instruction:

Lecture Courses:	1.25
Arts and Sciences Combination Courses:	1.25
Concurrent Combination Courses:	1.0

- d. Movements between steps will occur the term following the accumulation of the required step movement points.

4. **Class Cancellation**

When the College cancels a class or work assignment through no fault of the faculty member, part-time faculty shall be paid for all classes met or days worked prior to cancellation. If notice of class cancellation is provided less than three (3) working days before the first class meeting, the part-time faculty shall be paid for the contact hours scheduled for the first class session.

5. **Low Enrollment**

If the College determines it is preferable to offer a course with fewer than ten (10) students enrolled rather than cancel it due to low enrollment, and the part-time faculty member agrees, such a class may be compensated at the low enrollment rate.

6. **Special Projects**

Faculty assigned to special projects outside their teaching assignments will be compensated at the special projects rate. Such projects may include outside curriculum development and other similar activities.

7. **Meeting/Training/Tutoring/Independent Study Rate**

Faculty required to attend meetings or training outside their teaching assignments will be paid at the meeting/training rate. For tutoring or independent study courses, part-time (non-three-quarter-time) faculty in any term and three-quarter-time and full-time faculty in summer terms will be paid at the tutoring/independent study rate.

D. **Nursing and Allied Health Faculty:**

Effective September 1, 2024, new pay scales will be created for Nursing and Allied Health faculty. The pay scales will include the structural adjustments indicated above in sections A, B and C. The new pay scales will also include an additional 3% structural adjustment for FY 24-25 and an additional 2% structural adjustment for FY 25-26.

E. **Placement for Rehired Faculty Retirees:**

If a retired faculty member is rehired by the College in its discretion within two academic terms following the faculty member's retirement, the faculty member will be placed at the step on the current part-time or three-quarter-time salary schedule as applicable that

has the rate of pay that is closest to the pay rate the faculty member attained at the time of retirement.

F. Targeted-Training Assignments:

Full-time and three-quarter-time faculty working targeted-training assignments who work outside of their normal 174-day assignments shall be compensated for their additional days at the applicable daily rate of 1/174 of the annual rate for each additional day worked.

G. Payday Schedule:

Faculty paydays will be in accordance with the college-established payday schedule.

H. Overtime Pay / Exempt Status:

Faculty, as exempt employees, are ineligible for overtime pay under their professional functions as faculty members. Employees whose primary duties are exempt (i.e., 50% or more hours worked qualify as exempt status within a given work week) are ineligible for overtime pay.

I. Additional Appointments:

Faculty will not be considered for additional faculty or staff appointments that will place them in overtime status, i.e. regularly scheduled to work over forty (40) hours in a work week.

J. Payroll Deductions:

All garnishments will be deducted as required by State and Federal Law.

ARTICLE 12 – INSURANCE

A. Medical, Vision, and Dental Insurance:

1. Full-Time and Three-Quarter-Time Faculty

The present group medical/vision/dental insurance plan or a comparable plan will remain in effect.

2. Part-Time (non-three-quarter-time) Faculty

The College will offer and pay for health insurance to part-time faculty consistent with HB551.

B. Life and Accidental Death and Dismemberment Insurance:

The present group life and accidental death and dismemberment insurance program or a comparable program will remain in effect and will cover all full-time and three-quarter-time faculty. The life insurance coverage is \$10,000. The premium shall be paid by the College.

C. **Long-Term Disability Insurance:**

The present or a comparable group long term disability insurance program will remain in effect and will cover all full-time and three-quarter-time faculty. The premium will be paid by the College.

D. **Health Insurance Premium Support:**

The College is committed to providing for all eligible employees, at their selected coverage level, 100% premium support for medical insurance. The coverage levels are as follows:

- Employee Only
- Employee & Spouse/DP
- Employee & Child(ren)
- Employee, Spouse/DP, Child(ren)

For full-time and three-quarter-time faculty who select Employee Only, the College will pay monthly premium support towards medical, dental and vision coverage up to a maximum of \$650. At such a time as the monthly medical premium reaches \$650, the College will then provide 100% premium support for medical insurance only, in keeping with the other coverage levels.

If an employee chooses not to take any of the mandated employer insurance (medical, dental, vision), if permitted by law, \$100 per month shall be deposited into a Section 403(b) or 457(b) account on behalf of the employee.

It is the responsibility of the employee to set up their 403(b) or 457(b) account and provide HR/Payroll with the account information.

Payments to the 403(b) or 457(b) will begin the month following the receipt of the account information and will not be retroactive.

The Benefits Advisory Committee (a representational committee) will meet annually to review and advise upon any changes to the college-offered benefits.

ARTICLE 13 – ABSENCES & LEAVES

A. **Paid Leave:**

1. **Sick Leave**

Faculty will report absences within the payroll software system on the next College working day following the return from absence.

A medical provider's signed statement or other College-approved verification of illness or injury may be required for each absence from assigned classes or other assigned work.

The leave must be approved by the Chief Academic Officer or designee.

In no event will unused sick leave be paid out to a faculty member upon termination of employment.

Sick leave shall not be substituted for special project or tutor hours.

a. **Part-Time (Non-three-quarter-time) Faculty**

Part time (non-three-quarter-time) faculty will be credited sick leave equal to 10% of their clock hours for the term. The sick leave hours will be front-loaded at the beginning of the term. Sick leave may be used only in terms in which the faculty member is performing instructional work at the College.

Associate part time (non-three-quarter-time) faculty can accumulate up to a maximum balance of twelve (12) hours. An associate part time (non-three-quarter-time) faculty's sick leave balance will revert to zero when the faculty has not taught for an academic year. Non associate part time faculty (non-three-quarter-time) sick leave can be used during the term in which they are credited but may not be carried into the next term.

b. **Full time and Three-quarter-time Faculty**

Full time faculty will accrue sick leave at the rate of seven (7) hours per month during 174-day appointments covering months of fall, winter and spring academic terms. Full-time faculty who teach fourth term assignments during the eight week summer term will earn fourteen (14) additional sick leave hours. The maximum accrual is eighty-four (84) hours per year. Sick leave for full-time faculty is cumulative. Three-quarter-time faculty will accrue and accumulate sick leave on a prorated basis.

2. **Bereavement Leave**

Faculty absent because of the death of a member of his or her immediate family will be paid for the faculty member's normally scheduled instructional time scheduled within a period of five (5) consecutive College business days.

"Immediate Family" for purposes of bereavement leave is defined by the Oregon Family Leave Act.

Three (3) days of paid leave will be provided to a faculty member who wishes to attend the funeral of a relative who is not included in the definition of “immediate family” if the funeral falls on a normally scheduled instructional day.

3. **Jury Duty**

Part-time faculty summoned for jury duty during class time shall be excused for that purpose without loss of pay. Full-time faculty summoned for jury duty shall be excused for that purpose without loss of pay. Any per diem fees received for such duty on a day that would otherwise be a college workday for the faculty member will be paid to the College. The faculty member will present a copy of the jury summons or order to the Office of Human Resources.

Faculty subpoenaed to appear as a witness in a case in court, unless a party to the matter at issue, shall be excused for that purpose without loss of pay. The faculty member will present a copy of the subpoena to the Office of Human Resources. Any witness fees for a day that would otherwise be a college workday for the faculty member will be paid to the College.

If a faculty member is requested to serve as an expert witness and the pay for such duties exceeds the normal salary for that period of time, faculty may retain payment for such expert witness services and will not be paid for that period of time by the College.

4. **Personal Day**

Full time, three-quarter-time, and associate part time (non-three-quarter-time) faculty will be granted one (1) paid personal day each academic year. The personal day will be granted at the beginning of summer term. The leave may be used only on a College business day that is also a day that the instructor normally teaches. The number of hours reported for pay will be equal to the number of instructional hours that the faculty would have taught on that particular day. The personal day must be used by the last day of the spring term. Unused personal days may not be carried forward to succeeding academic years.

Faculty shall request to take such leave by submitting a Time-Off Request through the payroll software system. Except in case of emergency, faculty will submit their requests for such leave at least two (2) weeks in advance to the Chief Academic Officer/designee. In emergency situations, the request will be submitted as soon as practicable.

Except in case of an emergency, faculty will not be granted a personal day during the first week of class, during finals week, on a scheduled in-service day, or for a

workday that falls before and/or after a day designated as a holiday on the College's calendar of instruction.

5. Professional Development Leave

The purpose of professional development leave is to provide eligible faculty members with an opportunity for professional growth and development, thereby substantially enhancing their future service to the College. Professional development leave includes activities for intellectual and professional growth and development by study, research, travel, or other creative activities. The ultimate objective for professional development leave is for the improvement of service to Oregon Coast Community College.

a. General Guidelines for Professional Development Leave

- i. Leaves may be granted for a duration of one academic term for one faculty member per year. Faculty may be asked by the College to delay their professional development leave for up to one academic year.
- ii. Pay for faculty on professional development leave shall be as follows:
 1. Faculty on professional development leave for one academic term shall be paid one-half of their salary throughout the duration of that leave.
- iii. Each applicant shall submit a proposal to the Professional Development Committee that describes how the proposed project will enhance the faculty's knowledge and skills upon returning from the professional development leave and contribute to the College's goals and priorities. Requests for professional development leave shall be made to the Professional Development Committee at least one (1) academic year in advance of the leave. The Committee will make a recommendation to the Chief Academic Officer/designee for final approval.

The College will only approve a Professional Development Leave if,

1. A qualified faculty replacement is available.
 2. All course material can be used by the replacement faculty, with permission from the faculty member on leave.
- iv. The College agrees to provide benefits on the same terms and conditions as available to faculty members not on Professional Development Leave.

- v. Sick leave will not accrue during the leave. Returning faculty members shall be placed at the salary level which would have been attained had the faculty member not been on leave.
- vi. A faculty member granted a professional development leave agrees to return to service for the College for an amount of time equal to twice the length of the leave. If the employee cannot meet this obligation, the College may request that the employee repay all or a portion of their salaries and fringe benefits received while on leave.

b. Eligibility

- i. **First Eligibility:** After five (5) academic years of continuous service as a full-time faculty, a faculty member may request a professional development leave not to exceed one academic term. Faculty members continue to remain eligible for professional development leave even though they do not apply for professional development leave when first eligible for the leave.
- ii. **Subsequent Eligibility:** Faculty members are eligible for a second professional development leave, and succeeding leaves thereafter, after five (5) academic years of continuous service has elapsed since a previous professional development leave was granted.

B. Unpaid Leave:

1. Professional Leave

Faculty employed by the College for nine (9) terms out of the previous twelve (12) terms may be granted up to four (4) terms of unpaid leave for the purposes of professional development. Also, the faculty member must have taught at least nine (9) consecutive terms with the College, not including summer term, since any prior professional leave was taken. A Leave of Absence Request form must be submitted through the Chief Academic Officer/designee, if applicable, for approval. On the request form the faculty member must indicate his or her date of return to work.

Upon return from an approved professional leave, the faculty member will be placed at the salary level the faculty member had attained immediately prior to the leave. In addition, upon return from an approved professional leave, (1) a full-time faculty member will retain his or her full-time status and corresponding instructional workload; and (2) an associate part-time faculty member will be given course assignments, provided sufficient courses for which they are qualified

to teach are planned. Failure to return from a leave on the designated return date will be deemed voluntary separation of employment.

The purpose of professional leave is to provide faculty an opportunity for professional growth and development, thereby enhancing the quality of their future service to the College.

Appropriate professional leave activities may include: admission to a recognized college, university, or technical school for the purpose of advanced education, leading to a higher degree or certificate; a work experience program designed to update or upgrade technical skills related to the faculty's instructional area, or discipline; personal study, research, writing or other project related to the faculty's instructional area, or discipline; travel related to the improvement of instructional abilities in the faculty's instructional area, or discipline; and a program designed to meet the multiple objectives such as study, research, special project, work experience and/or travel.

2. **Family and Medical Leave**

Family and medical leaves will be granted in accordance with applicable state and federal laws.

3. **Military Leave**

Military leave will be granted in accordance with applicable state and federal laws.

ARTICLE 14 – IN-SERVICE, CONTINUING EDUCATION & PROFESSIONAL DEVELOPMENT

A. **In-Service Education:**

Full-time and three-quarter-time faculty are expected to participate during Fall and Spring In-Service activities as part of their regular assignment and without extra pay. No single in-service shall exceed eight (8) hours in length. If additional in-service programs occur outside the contract year, full-time and three-quarter-time faculty will be compensated at the meeting rate.

Part-time faculty attending In-Service will be paid at the meeting rate. Part-time faculty are expected to attend the annual Part-Time Faculty In-Service Night. Part-time faculty unable to attend the evening orientation will have the opportunity to view the information asynchronously. Part-time faculty who attend/view the training will be paid at the meeting rate.

B. Continuing Education and Professional Development:

1. The College is committed to providing professional development and continuing education opportunities to its faculty and will provide budgeted funds for such purpose. Faculty may request leave for attendance at educational programs and other professional development activities directly related to the discipline they teach. Proposed educational program and professional development expenditures and any applicable leave must be approved in advance by the Chief Academic Officer/designee. If the request is granted, the College will inform the faculty what expenses, if any, will be paid by the College for travel, registration, materials, and related expenses. The College will provide a response to such a request within ten (10) working days, not including working days when the Chief Academic Officer is absent.
2. The College will pay dues for one professional association for each full-time, three-quarter-time, and associate part-time faculty when association membership is directly related to the discipline of the faculty and approved in advance by the Chief Academic Officer/designee.

ARTICLE 15 – TRAVEL, MEALS & MISC. REIMBURSEMENT

A. Travel and Mileage:

All work-related travel must have prior authorization from the Chief Academic Officer/designee.

The cost of home-to-work and work-to-home travel is not reimbursable.

When attending approved special assignments or workshops at locations other than the normal worksite, faculty will be compensated for mileage less their round-trip distance from home to work.

Authorized mileage and meals will be reimbursed in accordance with college policy.

Transportation by means other than Privately Owned Vehicle (POV) will be submitted on a requisition, approved by the Chief Academic Officer/designee, to the Business Office for approval and coordination.

In recognition of the need for the timely submission of claims and the importance of accurately reflecting expenses, faculty members will submit travel, meals & misc. claims by the end of the month in which travel took place or within five (5) working days of the event, whichever is later. All travel reimbursement will be subject to the tax laws as prescribed by the Internal Revenue Service.

B. Lodging:

Lodging expenses for faculty on official College business will be paid at single commercial rates; the expenses must be pre-approved by the Chief Academic Officer/designee. A requisition for lodging will be submitted to the Business Office for making reservations and payment arrangements. Receipts approved for payment must be submitted to the Business Office for reimbursement.

Faculty accompanied by family or guests must pay any additional expenses above the single commercial rate.

ARTICLE 16 – TUITION WAIVERS

College (OCCC) tuition shall be waived for faculty and for eligible faculty dependents, as defined by the Internal Revenue Service, who enroll in classes at the College. Such classes may be taken with or without credit.

Faculty will register for classes in accordance with current college registration policies and procedures for those receiving tuition waivers.

Attendance at any class by a faculty will not interfere with the faculty's regular instructional assignments and/or responsibilities to students.

The enrollment of a tuition-waiver student will not count towards the minimum enrollment count required for a class to be held, nor will such a student replace a tuition-paying student. Faculty must pay all lab fees and the cost of books and supplies.

Full or three-quarter-time faculty may have their tuition waived up to a maximum of fifteen (15) credit hours per term or up to \$600 of non-credit classes for classes offered by the College.

Part-time faculty may have their tuition waived up to a maximum of eight (8) credit hours per term or up to \$300 of non-credit classes for classes offered by the College.

Classes not offered directly by the College such as Ed2Go, hosted online classes, and SBDC, shall be made available at the cost, if any, incurred by the College.

To use this benefit, a faculty member must be employed and teaching during the current or immediately preceding (not including summer) term in which the tuition waiver is granted and must not have been dismissed or have resigned the faculty member's employment with the College.

ARTICLE 17 – TUITION REIMBURSEMENT

Faculty may apply for tuition reimbursement for non-College college courses, seminars or other study. Faculty may be eligible for tuition reimbursement with a current satisfactory performance evaluation and completion of three terms of teaching assignments during the previous academic year. Reimbursement applies to tuition only; costs incurred in attending classes, mileage, lodging, books, supplies, etc. are not reimbursable items. Such courses must relate directly to the faculty's area of professional expertise.

Reimbursement must be approved in advance by the President through the faculty's immediate supervisor. Criteria used in evaluating the request will include the connection to the College's mission, benefit to both the College and employee and the availability of budgeted funds. Faculty utilizing this benefit must provide in advance on a term-by-term basis a plan of courses to be taken. Faculty must also formally meet with the Chief Academic Officer/designee to review and receive approval of their professional development plan. Faculty must be employed during the current term or have been employed in the previous term, teaching or having taught at least a three-credit course or thirty (30) hours in a faculty capacity.

Reimbursement will be limited to the equivalent cost of nine graduate quarter hours per year based on fees prescribed by the Oregon University System and the tuition rates of Oregon State University in use at the time of the faculty member's request.

ARTICLE 18 – PROFESSIONAL LICENSES & CERTIFICATIONS

Faculty members who are required to maintain specific professional licenses or certifications, as a condition of employment with the College, will be reimbursed for those costs.

If a faculty member, who is providing instruction for an educational partner of the College, incurs an out-of-pocket expense due to the employment requirements of that partner, with approval from the Chief Academic Officer/designee, the College will reimburse the expense.

ARTICLE 19 – RETIREMENT

A. Retirement:

In accordance with established PERS directives, the College provides a retirement plan through the Public Employees Retirement System (PERS). PERS membership is available to employees who are appointed to PERS qualifying positions. OCCC will pay the employer contribution and will, additionally, "pick up" the employee contribution to the plan for eligible members. Part-time employees appointed to positions which do not meet this requirement may still be eligible if working concurrently for another PERS

covered employer. At all times, the College will comply with PERS statutes, regulations, and interpretations as well as any other laws affecting PERS.

B. Voluntary Retirement Plans:

The College offers its faculty the opportunity to participate in a variety of 403(b) or 457(b) tax-deferred compensation plans, also known as Tax-Sheltered Annuities (TSA's).

Participation in these plans is strictly voluntary and at employee expense. Individual contributions may be made through payroll deduction on a fixed dollar amount or on a percentage basis. Faculty are allowed two changes in contribution amount per tax (calendar) year.

Faculty who voluntarily stop contributions with a signed payroll authorization must wait until the beginning of the following tax (calendar) year to restart contributions.

The College Board will approve all plans offered to employees.

ARTICLE 20 – EARLY RETIREMENT

A. General:

Early retirement may be a viable option for some full-time faculty who become eligible for retirement under the Oregon Public Employees Retirement System rules and regulations. Early retirement shall be mutually agreed to by the retiring faculty member and the College. A faculty member desiring early retirement must give written notice of intent to retire to the Office of Human Resources no later than 180 days prior to the faculty member's effective retirement date. The faculty member's retirement date shall be June 30 unless a different date is approved by the College President. This time limit provision may be waived at the discretion of the College President.

B. Eligibility:

To qualify for early retirement benefits, the faculty member must 1) have been employed by Oregon Coast Community College, 2) be at least age fifty-eight (58) but not more than age sixty-two (62) as of the faculty member's early retirement date, and 3) have been in a full-time faculty status for a minimum of thirty (30) consecutive terms (excluding summer terms and any terms during which the faculty member was on an approved professional leave of absence under the terms of this Agreement) immediately preceding the application for early retirement.

C. Benefits:

An eligible full-time faculty retiree shall, upon approved application, receive a monthly stipend of \$300 beginning on the payday following the first full month after the date of retirement.

D. Termination of Payments:

Stipend payments will terminate on the first payday after the month in which the retiree reaches age (65), or after five (5) years have elapsed since the date of retirement, whichever comes first. If the retired faculty member dies within the time period described in the preceding sentence, stipend payments will terminate on the first payday after the date of death. However, the employee's dependents may continue to participate in the College's health insurance plan in accordance with the terms of the plan.

E. Health Insurance:

Full-time faculty members who retire under the provisions of this Article shall be allowed to participate in the College group health, dental, prescription and vision care plans for self and eligible dependents, for the period in which the faculty member is receiving monthly stipends under this article, subject to approval by the insurance carriers, and provided that the faculty member pays the premiums.

ARTICLE 21 – HOLIDAYS & TEMPORARY CLOSURE

A. Holidays:

Full-time and three-quarter-time faculty shall receive six holidays off work without loss of pay during the normal 174-day contract year:

Veterans' Day	Martin Luther King Jr.'s Birthday
Thanksgiving Day	Presidents' Day
Day After Thanksgiving	Memorial Day

When a holiday occurs on Saturday, the preceding Friday will be observed as a holiday. When a holiday falls on Sunday, the following Monday will be a holiday.

If a holiday occurs while the full-time or three-quarter-time faculty is on sick leave, the day will be classified as a holiday and not count against the faculty's accrued sick leave.

Classes will not be scheduled on college-recognized holidays. However, instruction should be planned in such a manner to cover the required course material for the term.

B. Temporary Closure:

In the event of unusual circumstances resulting from extreme adverse weather, natural disaster, fire or other emergency, management may delay opening and/or close some or all College operations. In the event of closure, instructors will not have to report to classes.

Unless the College's operation, including instruction, has been declared closed due to extreme adverse weather, natural disaster, fire or other emergency, instructors are expected to report to assigned classes. If an instructor deems that they would not be safe traveling to work, they must notify their supervisor.

In the event a class is canceled due to inclement weather, it is the instructor's responsibility to provide the missed course content in an alternative appropriate method within the same term.

ARTICLE 22 – HEALTH & SAFETY

The College and the faculty agree that a safe and healthy work and learning environment contributes to the prevention of injuries and the reduction of property damage.

The College and the faculty will strive to maintain a safe and healthful work and learning environment and will attempt to reduce the number of preventable accidents.

The safety of each instructor and each student is of primary importance to the College. The College shall follow all applicable health and safety laws and regulations and assign its own Safety Officer. A Safety Committee shall be formed pursuant to applicable laws and OR-OSHA regulations.

The College will provide information, materials and/or resources to ensure the faculty have the necessary information for adhering to safety rules. As the College's Safety Officer, the Director of Facilities & Public Safety maintains safety reports regarding accidents, injuries and near misses reported in the workplace. The Safety Officer shall also investigate reports of problems and take necessary corrective action. The Safety Committee will review worksite inspections, all reports, and the subsequent corrective actions taken to remedy reported problems as well as perform other duties and functions as prescribed by applicable laws and OR-OSHA regulations.

Faculty members recognize that contributing to a safe work and educational environment is part of their role as professionals. Therefore, faculty will comply with established health and safety rules as established by law and the College.

Faculty will also communicate safety standards appropriate for the class taught to the students, monitor compliance with those standards by students, and report unsafe conditions, including near misses, and/or practices to the Office of Human Resources. Any faculty member who believes that he/she is working in an unsafe condition or with unsafe equipment will immediately report his/her concerns in writing to the Office of Human Resources.

A faculty member may refuse to work in an alleged unsafe working environment until a final review and decision are made by the Safety Committee and its findings submitted in writing to the faculty member. A faculty member shall be compensated at his/her regular rate of pay during the investigative period.

A faculty member serving on the College's Safety Committee will be compensated at the meeting rate while attending safety meetings, unless their attendance falls under work normally compensated under a staff position.

ARTICLE 23 – WORKERS' COMPENSATION

The College's faculty are insured under the provisions of the Oregon State Workers' Compensation Act.

All faculty will follow College safety guidelines and use prudent safety practices.

Faculty will immediately report any on-the-job accident, injury, or near miss to the Office of Human Resources.

An incident will be documented in writing by the Office of Human Resources, which will ensure that all necessary report forms are completed and submitted, when appropriate, to the College's workers' compensation carrier.

In the event of a compensable injury, the day of the injury will be considered a paid workday. A faculty's sick leave balance will be applied to work absence due to injury. Once the sick leave balance is exhausted, leave without pay may be granted in conjunction with workers' compensation benefits until the instructor returns to work.

Faculty will return to work as soon as the treating physician releases them to return, and the faculty member submits the written release from the treating physician to the Office of Human Resources prior to returning to work.

ARTICLE 24 – RECRUITMENT

All College employment opportunities are posted on the Employment Opportunities page of the College website and are available within the employee payroll portal. Additional postings may be made with the Employment Division, the Confederated Tribes of the Siletz, and/or the Community Services Consortium. In order to broaden the applicant pool, the College may also post-employment opportunities for faculty positions in publications outside of Lincoln County.

Emergency appointments may be offered to a currently employed instructor who has the appropriate qualifications.

Faculty will not be considered for additional faculty or staff appointments that will result in them working over forty (40) hours in a work week unless the applicant is willing to relinquish enough of their existing appointment(s) to remain within the forty (40) hour limit.

In the formal recruitment process, applications from college employees will be subject to the same screening process as outside applicants. College faculty are guaranteed interviews if they meet the minimum qualifications of the position announcement. Preference will be given to a qualified employee of the College when they are a finalist for a position and all of the finalists present equal qualifications at the conclusion of any interviews.

When a full-time faculty position becomes vacant, the College will post the recruitment internally prior to doing a formal external recruitment.

Upon notification of selection for a position, the newly hired faculty member will have five (5) weeks from the notice of hire to have current valid college transcripts sent to the Office of Human Resources, serving as official verification that the faculty meets the position's educational requirements, including requisite degrees. Faculty supplying the College with a self-addressed stamped envelope may request to be notified when the transcripts are received. Except for extenuating circumstances, failure of receipt of the transcripts within the required amount of time may result in the offer of employment being rescinded or in the termination of employment of the faculty member.

ARTICLE 25 – EVALUATION

A. Purpose of Evaluation:

An effective evaluation system helps the College to assure and improve the quality of its instruction and programs. It affords the opportunity for professional growth and improvement. Also, evaluation related to the improvement of instructional effectiveness is a requirement of the College's accreditation.

Part-time (including three-quarter-time) and full-time faculty evaluation consists of two distinct components:

1. The performance of assigned job duties and related responsibilities. These include adherence to college policies and procedures and the responsibility for fostering safety, non-discrimination, and other elements included in the "Duties and Responsibilities" section of the Faculty Handbook.

2. Professional development activities. These include maintaining certification, if applicable, and upgrading skills through any of a wide range of activities designed to keep pace with changing technology and knowledge in the discipline.

B. Evaluation Methods:

A variety of evaluation measures will be used, including but not limited to classroom observation by the Chief Academic Officer/designee, followed by a written narrative; student evaluations after the fifth week of class; and self-evaluation. Faculty will receive a summary of student evaluations and a narrative from the observer about the observation. Faculty members may suggest optimal times and dates for an observation, which will be considered. Student focus groups, portfolios, videotaping and peer evaluations may be requested by faculty as supplemental methods of evaluation. The Chief Academic Officer/designee may schedule a meeting with a faculty member to discuss their evaluation. A faculty member also may respond in writing to an evaluation report. Evaluators must adhere to professional conduct.

Probationary full-time and three-quarter time faculty will be evaluated annually. Newly hired part-time (non-three-quarter-time) faculty will be evaluated by the Chief Academic Officer/designee during their first term of assignment. If requested by either the faculty member or the supervisor, the faculty member and the supervisor will meet to discuss the results of the evaluation and/or the faculty member's plans for professional development.

Temporary full-time and three-quarter-time faculty will be evaluated during their first term of employment.

All other faculty, both full-time and part-time, shall be evaluated by the College but not more than once every two years unless the College determines that additional evaluation is warranted based on performance. A faculty member may be evaluated at other times upon their request. A faculty member who requests an evaluation will receive an evaluation unless they have already been evaluated within the last two years.

C. Evaluation Report:

The Chief Academic Officer/designee will prepare a written report of an evaluation which will be signed by the Chief Academic Officer/designee and the faculty member under review. For probationary faculty, the report will include whether the faculty member is recommended for renewal of probationary appointment. The report will include the preliminary Evaluation Plan for the next year, when applicable. A copy of the report will be supplied to the faculty member and the original report will be sent to the Office of Human Resources for inclusion in the employee's personnel file.

ARTICLE 26 – PERSONNEL FILES

An official personnel file will be maintained by the Office of Human Resources for each faculty member. The personnel file is to be considered the official record of the individual's employment with the College.

Faculty members may review their personnel file during regular office hours after providing the Office of Human Resources with 24 hours' notice. A representative of the Union may review the contents of a faculty member's personnel file after the College has received a signed written request from the faculty member authorizing such review by the Union representative. Faculty members may receive copies of materials in their personnel files. Faculty members must pay the cost of the reproduction.

College-designated supervisors, including the Chief Academic Officer/designee, and the Office of Human Resources, will have access to the personnel files of employees they supervise. The Board, College President, and College legal counsel will also have access. The College will notify a faculty member if any Board member reviews the faculty member's personnel file.

The faculty member reserves the right to include in their personnel file a written response to any material placed in their file. Documents relating to assessment or discipline shall be signed or initialed by the faculty member before placement in the personnel file, indicating the material has been read. In the event that the faculty member refuses to sign, such will be noted on the document(s) and the document(s) will be placed in the personnel file.

ARTICLE 27 – DISCIPLINE

Disciplinary action may be taken for just cause. Disciplinary action shall be progressive unless a more severe sanction is warranted. The College will make every reasonable effort to administer disciplinary action in private. At the option and request of the faculty member, he/she may have a Union representative present at any investigatory meeting between the College and the faculty member that reasonably may lead to disciplinary action against the faculty member. The College will notify the faculty member in advance of any meeting scheduled for such purpose.

ARTICLE 28 – SEPARATION FROM EMPLOYMENT

A. Notice:

The parties recognize the volatile nature of the economy and legislative dictates. The parties also recognize that part-time faculty employment is term by term, and that the College makes efforts to keep faculty informed of the likelihood of employment. When it becomes clear to the College that a faculty member's position will end for programmatic reasons, the College will notify the faculty member as soon as practicable

but not later than forty-five (45) days before the final day of a full-time or three-quarter-time faculty member's annual contract. If the faculty member receives insurance contributions under Article 12.D., employment will be continued into the month following the end of the position, or the College will make arrangements to pay the same insurance contribution in the month following the end of the position.

B. Layoff and Recall:

The College may lay off a unit member because of abolition of position, shortage of funds or work, a material change in duties, or changes in the organization the College determines warrant a layoff.

No temporary or permanent separation of a unit member from the College as a penalty or disciplinary action will be considered a layoff.

Any full or three-quarter-time faculty position (as defined in Article 6) facing a layoff will be eligible for recall.

During a period of up to six (6) academic terms (including summer terms) following layoff, any affected faculty member will be recalled into their former position. The affected unit member will be responsible for maintaining with the College a current address, e-mail address, and telephone number where the member can be contacted.

For four (4) academic terms (including summer term) following the date of layoff, any affected faculty member will be offered any courses previously taught at the College, not to exceed part-time status.

An employee on layoff status will lose all recall rights upon the occurrence of either of the following:

1. If the affected faculty member declines the recall rights,
2. Fails to respond within one week following the College sending a written employment offer.

A faculty member recalled to their former position will have all accrued sick leave restored to the original balance at the time of the layoff.

ARTICLE 29 – GRIEVANCE PROCEDURE

A. Purpose:

The purpose of this procedure is to secure, at the lowest possible level, solutions to disputes relating to the administration of this Agreement which may from time to time

arise. A faculty member covered by this Agreement or the Union may file a grievance in accordance with the terms of this Article.

B. Definitions:

1. Grievance: An allegation that a specific section of this Agreement has been violated.
2. Grievant: A faculty member(s) who alleges a violation of this Agreement. A grievant may also be the Union when the Union alleges a violation by the College of a provision in this Agreement that specifically grants a right to the Union as an organization.
3. Days: Monday through Friday, excluding Saturdays and Sundays and College-observed holidays. "Days" shall also mean those College workdays that occur during term breaks.
4. Occurrence: When the grievant knew or reasonably should have known of the event giving rise to the alleged violation.

A grievance shall not include, and this grievance procedure shall not apply to: (a) any matter as to which the College is without authority to act; (b) any matter as to which the faculty member has sought relief in another forum established by state or federal law; (c) performance evaluations; (d) any prior grievance already remedied at any procedural level mentioned in this article; (e) a College-scheduled separation of a faculty member at the end of temporary assignment; or (f) the dismissal of a probationary, full-time faculty member.

At the option and request of the grievant, the grievant may represent him or herself at steps one through three of the grievance procedure and may have a Union representative present at steps two and/or three of the grievance procedure.

C. Procedures:

- Step 1 The grievant shall, within twenty days of the occurrence, discuss the alleged violation with his/her immediate supervisor. The immediate supervisor shall have ten (10) days from the initial meeting in which to respond orally to the grievant about the matter discussed. If the matter cannot be satisfactorily resolved at this level, the grievant may proceed to step 2.
- Step 2 If the matter remains unresolved, the grievant shall submit the problem clearly and completely in writing to the Chief Academic Officer/designee within ten (10) days following the immediate supervisor's oral response. The written statement shall contain:
- a. The date of the occurrence.
 - b. A statement of the grievance.
 - c. The specific article(s) of this Agreement allegedly violated.

- d. The date of the initial discussion of the occurrence with the immediate supervisor.
- e. The immediate supervisor's response to the grievance presented at the first step.
- f. The remedy sought to resolve the grievance.

The grievant shall submit a copy of the grievance to his/her immediate supervisor and to the Office of Human Resources.

The Chief Academic Officer/designee shall submit a written response to the grievant within ten (10) days of receipt of the written grievance.

If the grievance is not satisfactorily resolved, the grievant may proceed to step 3 within ten (10) days of the Chief Academic Officer/designee's written reply.

Step 3 The grievant shall submit the written grievance to the College President within ten (10) days of receipt of the Chief Academic Officer/designee's written response at step 2. The written grievance shall contain the information described in paragraphs a – f of step 2.

The grievant shall submit an informational copy to the Office of Human Resources. The College President or assigned designee shall conduct a meeting, during which the grievant shall have the opportunity to present the basis for the grievance. The grievant's immediate supervisor, the Chief Academic Officer/designee, and the Office of Human Resources may be present at the meeting. The President or assigned designee shall submit a written response to the grievant within ten (10) days of the meeting.

Step 4 Arbitration. The Union may appeal the President's decision by the submission to the President of a request for arbitration within ten (10) days of the completion of the step 3 procedures except that any grievance over an oral or written reprimand may not be submitted to arbitration. The parties agree that step 3 of the grievance procedure shall be the final step regarding any grievance over an oral or written reprimand.

Upon receipt by the College of a request for arbitration by the Union, the Union and the College shall have ten (10) days in which to mutually agree upon an arbitrator. If none is selected, the parties shall request from the

Oregon Employment Relations Board a list of five (5) arbitrators. The parties shall alternately strike one name from the list until only one name remains. The remaining person will be the arbitrator. The Union shall strike first.

The arbitrator shall render a decision within thirty (30) days following the close of the hearing. The decision of the arbitrator shall be final and binding upon the College, the Union, and the grievant to the extent that the decision is within the authority of the arbitrator. The arbitrator shall have no authority to add to, subtract from, or to alter the provisions of this agreement.

In cases involving suspension or dismissal, the arbitrator may in no case order reinstatement in any instance in which the alleged contractual violation(s) is procedural rather than substantive.

Expenses incident to the services of the arbitrator shall be shared equally by the College and the Union. Each party shall be responsible for all cost of presenting its own case at arbitration.

D. Time Limits:

The time limits in this article shall not be extended or modified except by written agreement of the parties. A failure by the College at any step of the grievance procedure to issue a response within a time limit specified in this article will allow the grievant to proceed to the next step. A failure by the grievant or the Union to comply with any time limit specified in this article shall constitute an acceptance of the College's position on the matter.

ARTICLE 30 – NO STRIKES/NO LOCKOUTS

Unit members and the Union and its officers and agents will not call, encourage, support, or in any way be involved in any form of strike, boycott, slowdown, work stoppage or picketing, and the College will not lock out employees during the term of this Agreement. Any employee who engages in any conduct prohibited by the preceding sentence will be subject to disciplinary action up to and including discharge at the College's discretion. If any activity occurs by employees which violates this provision, the Union will use its best efforts to terminate the activity as soon as possible.

ARTICLE 31 – FUNDING

The economic provisions contained in this Agreement are based upon expectations and conditions that the amounts of annual revenue in the General Fund of the College will not be

reduced by more than six percent (6%) in any one fiscal year. If the College experiences a demonstrable revenue reduction, as opposed to a projected loss, of greater than six percent (6%), the College may reopen the economic provisions of this Agreement to renegotiate those provisions for the remaining years of the Agreement.

The College will give the Union reasonable and timely written notification to reopen the economic provisions of this Agreement, along with financial data demonstrating the reduced revenue of the College, and the parties will meet promptly to commence negotiations. Salaries and benefits will be frozen at the levels that were in effect on the date the Union received the College's written notification until either an agreement on revised economic provisions is reached or the statutory bargaining process is concluded.

ARTICLE 32 – LABOR-MANAGEMENT COMMITTEE

A Labor-Management Committee shall be established. The committee is established by the College and the Union from a desire to develop better day-to-day communication practices and to achieve and maintain a mutually beneficial relationship through the use of a continuing communication program.

The purpose of the committee is to discuss, explore and study those problems referred to it by the parties to this Agreement. The committee by mutual agreement shall be authorized to make recommendations on those problems which have been discussed, explored and studied. In order to have frank and open discussions, the committee shall have no authority to change, delete or modify any of the terms of this Agreement, not to settle grievances arising under the contract. Committee discussions shall not be publicized except for those mutually agreed-upon recommendations.

The committee shall be composed of three representatives from the bargaining unit and three representatives from the College and shall meet at the request of either party during the period of the Agreement.

ARTICLE 33 – COMPLETE AGREEMENT

This Agreement modifies or replaces the College's policies and practices which are in conflict with a provision of this Agreement. Otherwise, this Agreement does not eliminate, reduce, or diminish any current management rights, policies or any employment relations which are established by past practice.

The parties agree that they have had full opportunity to negotiate over mandatory subjects of bargaining and that all agreements reached during bargaining are reflected in this Agreement.

After ratification, this Agreement shall not be modified in whole or in part except by the mutual consent of the parties in a written amendment.

ARTICLE 34 – SEPARABILITY

In the event any provision or provisions of this Agreement are declared invalid by a tribunal of competent jurisdiction, the provisions or provisions shall no longer be operative or binding on the parties. The remaining provisions of this Agreement shall continue in full force and effect. In such cases, the College and the Union shall commence collective bargaining negotiations within thirty (30) days for the purpose of arriving at a mutually satisfactory replacement for the invalid provision or provisions.

ARTICLE 35 – DURATION

This Agreement is effective on the date of its ratification by the employees and shall continue in full force and effect through June 30, 2028.

AFT-Oregon Coast
United Employees, Local 6020, AFT,
AFL-CIO

Oregon Coast Community College

By: Nancy Zavacki
Nancy Zavacki
Vice President of Faculty Bargaining

By: Birgitte Ryslinge
Dr. Birgitte Ryslinge
President

Aug 5, 2024
Date

8/6/2024
Date

Appendix A: Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	7	48161	50087	54094	55717	57389	59110
Monthly (12)		4013	4174	4508	4643	4782	4926
Monthly (9)		5351	5565	6010	6191	6377	6568
Daily		277	288	311	320	330	340
Annual	8	49124	51089	55176	56832	58537	60293
Monthly (12)		4094	4257	4598	4736	4878	5024
Monthly (9)		5458	5677	6131	6315	6504	6699
Daily		282	294	317	327	336	347
Annual	9	50107	52111	56280	57968	59707	61498
Monthly (12)		4176	4343	4690	4831	4976	5125
Monthly (9)		5567	5790	6253	6441	6634	6833
Daily		288	299	323	333	343	353
Annual	10	51109	53153	57405	59128	60901	62728
Monthly (12)		4259	4429	4784	4927	5075	5227
Monthly (9)		5679	5906	6378	6570	6767	6970
Daily		294	305	330	340	350	361
Annual	11	52131	54216	58554	60310	62119	63983
Monthly (12)		4344	4518	4879	5026	5177	5332
Monthly (9)		5792	6024	6506	6701	6902	7109
Daily		300	312	337	347	357	368
Annual	12	53174	55301	59725	61516	63362	65263
Monthly (12)		4431	4608	4977	5126	5280	5439
Monthly (9)		5908	6145	6636	6835	7040	7251
Daily		306	318	343	354	364	375
Annual	13	54237	56407	60919	62747	64629	66568
Monthly (12)		4520	4701	5077	5229	5386	5547
Monthly (9)		6026	6267	6769	6972	7181	7396
Daily		312	324	350	361	371	383
Annual	14	55322	57535	62137	64002	65922	67899
Monthly (12)		4610	4795	5178	5333	5493	5658
Monthly (9)		6147	6393	6904	7111	7325	7544
Daily		318	331	357	368	379	390

Appendix A: Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	15	56428	58685	63380	65282	67240	69257
Monthly (12)		4702	4890	5282	5440	5603	5771
Monthly (9)		6270	6521	7042	7254	7471	7695
Daily		324	337	364	375	386	398
Annual	16	57557	59859	64648	66587	68585	70642
Monthly (12)		4796	4988	5387	5549	5715	5887
Monthly (9)		6395	6651	7183	7399	7621	7849
Daily		331	344	372	383	394	406
Annual	17	58708	61056	65941	67919	69957	72055
Monthly (12)		4892	5088	5495	5660	5830	6005
Monthly (9)		6523	6784	7327	7547	7773	8006
Daily		337	351	379	390	402	414
Annual	18	59882	62277	67260	69277	71356	73496
Monthly (12)		4990	5190	5605	5773	5946	6125
Monthly (9)		6654	6920	7473	7697	7928	8166
Daily		344	358	387	398	410	422
Annual	19	61080	63523	68605	70663	72783	74966
Monthly (12)		5090	5294	5717	5889	6065	6247
Monthly (9)		6787	7058	7623	7851	8087	8330
Daily		351	365	394	406	418	431
Annual	20	62301	64793	69977	72076	74239	76466
Monthly (12)		5192	5399	5831	6006	6187	6372
Monthly (9)		6922	7199	7775	8008	8249	8496
Daily		358	372	402	414	427	439
Annual	21	63547	66089	71377	73518	75723	77995
Monthly (12)		5296	5507	5948	6126	6310	6500
Monthly (9)		7061	7343	7931	8169	8414	8666
Daily		365	380	410	423	435	448
Annual	22	64818	67411	72804	74988	77238	79555
Monthly (12)		5402	5618	6067	6249	6436	6630
Monthly (9)		7202	7490	8089	8332	8582	8839
Daily		373	387	418	431	444	457

Appendix A: Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	23	66115	68759	74260	76488	78783	81146
Monthly (12)		5510	5730	6188	6374	6565	6762
Monthly (9)		7346	7640	8251	8499	8754	9016
Daily		380	395	427	440	453	466
Annual	24	67437	70135	75745	78018	80358	82769
Monthly (12)		5620	5845	6312	6501	6697	6897
Monthly (9)		7493	7793	8416	8669	8929	9197
Daily		388	403	435	448	462	476
Annual	25	68786	71537	77260	79578	81965	84424
Monthly (12)		5732	5961	6438	6632	6830	7035
Monthly (9)		7643	7949	8584	8842	9107	9380
Daily		395	411	444	457	471	485
Annual	26	70162	72968	78805	81170	83605	86113
Monthly (12)		5847	6081	6567	6764	6967	7176
Monthly (9)		7796	8108	8756	9019	9289	9568
Daily		403	419	453	466	480	495
Annual	27	71565	74427	80382	82793	85277	87835
Monthly (12)		5964	6202	6698	6899	7106	7320
Monthly (9)		7952	8270	8931	9199	9475	9759
Daily		411	428	462	476	490	505
Annual	28	72996	75916	81989	84449	86982	89592
Monthly (12)		6083	6326	6832	7037	7249	7466
Monthly (9)		8111	8435	9110	9383	9665	9955
Daily		420	436	471	485	500	515
Annual	29	74456	77434	83629	86138	88722	91384
Monthly (12)		6205	6453	6969	7178	7393	7615
Monthly (9)		8273	8604	9292	9571	9858	10154
Daily		428	445	481	495	510	525
Annual	30	75945	78983	85302	87861	90496	93211
Monthly (12)		6329	6582	7108	7322	7541	7768
Monthly (9)		8438	8776	9478	9762	10055	10357
Daily		436	454	490	505	520	536

Appendix A: Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	31	77464	80563	87008	89618	92306	95076
Monthly (12)		6455	6714	7251	7468	7692	7923
Monthly (9)		8607	8951	9668	9958	10256	10564
Daily		445	463	500	515	530	546
Annual	32	0	82174	88748	91410	94152	96977
Monthly (12)		0	6848	7396	7618	7846	8081
Monthly (9)		0	9130	9861	10157	10461	10775
Daily			472	510	525	541	557
Annual	33	0	83817	90523	93238	96036	98917
Monthly (12)		0	6985	7544	7770	8003	8243
Monthly (9)		0	9313	10058	10360	10671	10991
Daily			482	520	536	552	568
Annual	34	0	85494	92333	95103	97956	100895
Monthly (12)		0	7124	7694	7925	8163	8408
Monthly (9)		0	9499	10259	10567	10884	11211
Daily			491	531	547	563	580

Appendix A1: Nursing & Allied Health Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	7	48161	50087	55597	58377	60128	61932
Monthly (12)		4013	4174	4633	4865	5011	5161
Monthly (9)		5351	5565	6177	6486	6681	6881
Daily		277	288	320	335	346	356
Annual	8	49124	51089	56709	59544	61331	63171
Monthly (12)		4094	4257	4726	4962	5111	5264
Monthly (9)		5458	5677	6301	6616	6815	7019
Daily		282	294	326	342	352	363
Annual	9	50107	52111	57843	60735	62557	64434
Monthly (12)		4176	4343	4820	5061	5213	5370
Monthly (9)		5567	5790	6427	6748	6951	7159
Daily		288	299	332	349	360	370
Annual	10	51109	53153	59000	61950	63809	65723
Monthly (12)		4259	4429	4917	5163	5317	5477
Monthly (9)		5679	5906	6556	6883	7090	7303
Daily		294	305	339	356	367	378
Annual	11	52131	54216	60180	63189	65085	67037
Monthly (12)		4344	4518	5015	5266	5424	5586
Monthly (9)		5792	6024	6687	7021	7232	7449
Daily		300	312	346	363	374	385
Annual	12	53174	55301	61384	64453	66386	68378
Monthly (12)		4431	4608	5115	5371	5532	5698
Monthly (9)		5908	6145	6820	7161	7376	7598
Daily		306	318	353	370	382	393
Annual	13	54237	56407	62611	65742	67714	69746
Monthly (12)		4520	4701	5218	5478	5643	5812
Monthly (9)		6026	6267	6957	7305	7524	7750
Daily		312	324	360	378	389	401
Annual	14	55322	57535	63864	67057	69068	71140
Monthly (12)		4610	4795	5322	5588	5756	5928
Monthly (9)		6147	6393	7096	7451	7674	7904
Daily		318	331	367	385	397	409

Appendix A1: Nursing & Allied Health Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	15	56428	58685	65141	68398	70450	72563
Monthly (12)		4702	4890	5428	5700	5871	6047
Monthly (9)		6270	6521	7238	7600	7828	8063
Daily		324	337	374	393	405	417
Annual	16	57557	59859	66444	69766	71859	74015
Monthly (12)		4796	4988	5537	5814	5988	6168
Monthly (9)		6395	6651	7383	7752	7984	8224
Daily		331	344	382	401	413	425
Annual	17	58708	61056	67773	71161	73296	75495
Monthly (12)		4892	5088	5648	5930	6108	6291
Monthly (9)		6523	6784	7530	7907	8144	8388
Daily		337	351	389	409	421	434
Annual	18	59882	62277	69128	72584	74762	77005
Monthly (12)		4990	5190	5761	6049	6230	6417
Monthly (9)		6654	6920	7681	8065	8307	8556
Daily		344	358	397	417	430	443
Annual	19	61080	63523	70511	74036	76257	78545
Monthly (12)		5090	5294	5876	6170	6355	6545
Monthly (9)		6787	7058	7835	8226	8473	8727
Daily		351	365	405	425	438	451
Annual	20	62301	64793	71921	75517	77782	80116
Monthly (12)		5192	5399	5993	6293	6482	6676
Monthly (9)		6922	7199	7991	8391	8642	8902
Daily		358	372	413	434	447	460
Annual	21	63547	66089	73359	77027	79338	81718
Monthly (12)		5296	5507	6113	6419	6611	6810
Monthly (9)		7061	7343	8151	8559	8815	9080
Daily		365	380	422	443	456	470
Annual	22	64818	67411	74826	78568	80925	83352
Monthly (12)		5402	5618	6236	6547	6744	6946
Monthly (9)		7202	7490	8314	8730	8992	9261
Daily		373	387	430	452	465	479

Appendix A1: Nursing & Allied Health Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	23	66115	68759	76323	80139	82543	85020
Monthly (12)		5510	5730	6360	6678	6879	7085
Monthly (9)		7346	7640	8480	8904	9171	9447
Daily		380	395	439	461	474	489
Annual	24	67437	70135	77849	81742	84194	86720
Monthly (12)		5620	5845	6487	6812	7016	7227
Monthly (9)		7493	7793	8650	9082	9355	9636
Daily		388	403	447	470	484	498
Annual	25	68786	71537	79406	83377	85878	88454
Monthly (12)		5732	5961	6617	6948	7156	7371
Monthly (9)		7643	7949	8823	9264	9542	9828
Daily		395	411	456	479	494	508
Annual	26	70162	72968	80994	85044	87596	90223
Monthly (12)		5847	6081	6750	7087	7300	7519
Monthly (9)		7796	8108	8999	9449	9733	10025
Daily		403	419	465	489	503	519
Annual	27	71565	74427	82614	86745	89347	92028
Monthly (12)		5964	6202	6885	7229	7446	7669
Monthly (9)		7952	8270	9179	9638	9927	10225
Daily		411	428	475	499	513	529
Annual	28	72996	75916	84267	88480	91134	93868
Monthly (12)		6083	6326	7022	7373	7595	7822
Monthly (9)		8111	8435	9363	9831	10126	10430
Daily		420	436	484	509	524	539
Annual	29	74456	77434	85952	90250	92957	95746
Monthly (12)		6205	6453	7163	7521	7746	7979
Monthly (9)		8273	8604	9550	10028	10329	10638
		428	445	494	519	534	550
Annual	30	75945	78983	87671	92055	94816	97661
Monthly (12)		6329	6582	7306	7671	7901	8138
Monthly (9)		8438	8776	9741	10228	10535	10851
Daily		436	454	504	529	545	561

Appendix A1: Nursing & Allied Health Full-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	31	77464	80563	89424	93896	96713	99614
Monthly (12)		6455	6714	7452	7825	8059	8301
Monthly (9)		8607	8951	9936	10433	10746	11068
Daily		445	463	514	540	556	572
Annual	32	0	82174	91213	95774	98647	101606
Monthly (12)		0	6848	7601	7981	8221	8467
Monthly (9)		0	9130	10135	10642	10961	11290
Daily			472	524	550	567	584
Annual	33	0	83817	93037	97689	100620	103638
Monthly (12)		0	6985	7753	8141	8385	8637
Monthly (9)		0	9313	10337	10854	11180	11515
Daily			482	535	561	578	596
Annual	34	0	85494	94898	99643	102632	105711
Monthly (12)		0	7124	7908	8304	8553	8809
Monthly (9)		0	9499	10544	11071	11404	11746
Daily			491	545	573	590	608

Appendix B: Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	7	36121	37566	40572	41789	43042	44334
Monthly (12)		3010	3131	3381	3482	3587	3694
Monthly (9)		4013	4174	4508	4643	4782	4926
Daily		208	216	233	240	247	255
Annual	8	36844	38318	41383	42624	43903	45220
Monthly (12)		3070	3193	3449	3552	3659	3768
Monthly (9)		4094	4258	4598	4736	4878	5024
Daily		212	220	238	245	252	260
Annual	9	37581	39084	42211	43477	44781	46125
Monthly (12)		3132	3257	3518	3623	3732	3844
Monthly (9)		4176	4343	4690	4831	4976	5125
Daily		216	225	243	250	257	265
Annual	10	38332	39866	43055	44346	45677	47047
Monthly (12)		3194	3322	3588	3696	3806	3921
Monthly (9)		4259	4430	4784	4927	5075	5227
Daily		220	229	247	255	263	270
Annual	11	39099	40663	43916	45233	46590	47988
Monthly (12)		3258	3389	3660	3769	3883	3999
Monthly (9)		4344	4518	4880	5026	5177	5332
Daily		225	234	252	260	268	276
Annual	12	39881	41476	44794	46138	47522	48948
Monthly (12)		3323	3456	3733	3845	3960	4079
Monthly (9)		4431	4608	4977	5126	5280	5439
Daily		229	238	257	265	273	281
Annual	13	40679	42306	45690	47061	48473	49927
Monthly (12)		3390	3525	3808	3922	4039	4161
Monthly (9)		4520	4701	5077	5229	5386	5547
Daily		234	243	263	270	279	287
Annual	14	41492	43152	46604	48002	49442	50925
Monthly (12)		3458	3596	3884	4000	4120	4244
Monthly (9)		4610	4795	5178	5334	5494	5658
Daily		238	248	268	276	284	293

Appendix B: Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	15	42322	44015	47536	48962	50431	51944
Monthly (12)		3527	3668	3961	4080	4203	4329
Monthly (9)		4702	4891	5282	5440	5603	5772
Daily		243	253	273	281	290	299
Annual	16	43168	44895	48487	49941	51440	52983
Monthly (12)		3597	3741	4041	4162	4287	4415
Monthly (9)		4796	4988	5387	5549	5716	5887
Daily		248	258	279	287	296	304
Annual	17	44032	45793	49456	50940	52468	54042
Monthly (12)		3669	3816	4121	4245	4372	4504
Monthly (9)		4892	5088	5495	5660	5830	6005
Daily		253	263	284	293	302	311
Annual	18	44912	46709	50446	51959	53518	55123
Monthly (12)		3743	3892	4204	4330	4460	4594
Monthly (9)		4990	5190	5605	5773	5946	6125
Daily		258	268	290	299	308	317
Annual	19	45811	47643	51454	52998	54588	56226
Monthly (12)		3818	3970	4288	4417	4549	4685
Monthly (9)		5090	5294	5717	5889	6065	6247
Daily		263	274	296	305	314	323
Annual	20	46727	48596	52484	54058	55680	57350
Monthly (12)		3894	4050	4374	4505	4640	4779
Monthly (9)		5192	5400	5832	6006	6187	6372
Daily		269	279	302	311	320	330
Annual	21	47661	49568	53533	55139	56793	58497
Monthly (12)		3972	4131	4461	4595	4733	4875
Monthly (9)		5296	5508	5948	6127	6310	6500
Daily		274	285	308	317	326	336
Annual	22	48615	50559	54604	56242	57929	59667
Monthly (12)		4051	4213	4550	4687	4827	4972
Monthly (9)		5402	5618	6067	6249	6437	6630
Daily		279	291	314	323	333	343

Appendix B: Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	23	49587	51570	55696	57367	59088	60861
Monthly (12)		4132	4298	4641	4781	4924	5072
Monthly (9)		5510	5730	6188	6374	6565	6762
Daily		285	296	320	330	340	350
Annual	24	50579	52602	56810	58514	60270	62078
Monthly (12)		4215	4383	4734	4876	5022	5173
Monthly (9)		5620	5845	6312	6502	6697	6898
Daily		291	302	326	336	346	357
Annual	25	51590	53654	57946	59685	61475	63319
Monthly (12)		4299	4471	4829	4974	5123	5277
Monthly (9)		5732	5962	6438	6632	6831	7035
Daily		296	308	333	343	353	364
Annual	26	52622	54727	59105	60878	62705	64586
Monthly (12)		4385	4561	4925	5073	5225	5382
Monthly (9)		5847	6081	6567	6764	6967	7176
Daily		302	315	340	350	360	371
Annual	27	53674	55821	60287	62096	63959	65877
Monthly (12)		4473	4652	5024	5175	5330	5490
Monthly (9)		5964	6202	6699	6900	7107	7320
Daily		308	321	346	357	368	379
Annual	28	54748	56938	61493	63338	65238	67195
Monthly (12)		4562	4745	5124	5278	5436	5600
Monthly (9)		6083	6326	6833	7038	7249	7466
Daily		315	327	353	364	375	386
Annual	29	55843	58077	62723	64604	66543	68539
Monthly (12)		4654	4840	5227	5384	5545	5712
Monthly (9)		6205	6453	6969	7178	7394	7615
Daily		321	334	360	371	382	394
Annual	30	56960	59238	63977	65897	67873	69910
Monthly (12)		4747	4937	5331	5491	5656	5826
Monthly (9)		6329	6582	7109	7322	7541	7768
Daily		327	340	368	379	390	402

Appendix B: Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	8%	3%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	31	58099	60423	65257	67214	69231	71308
Monthly (12)		4842	5035	5438	5601	5769	5942
Monthly (9)		6455	6714	7251	7468	7692	7923
Daily		334	347	375	386	398	410
Annual	32		61631	66562	68559	70615	72734
Monthly (12)			5136	5547	5713	5885	6061
Monthly (9)			6848	7396	7618	7846	8082
Daily			354	383	394	406	418
Annual	33		62864	67893	69930	72028	74189
Monthly (12)			5239	5658	5827	6002	6182
Monthly (9)			6985	7544	7770	8003	8243
Daily			361	390	402	414	426
Annual	34		64121	69251	71329	73468	75672
Monthly (12)			5343	5771	5944	6122	6306
Monthly (9)			7125	7695	7925	8163	8408
Daily			369	398	410	422	435

Appendix B1: Nursing & Allied Health Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	7	36121	37566	41699	43783	45097	46450
Monthly (12)		3010	3131	3475	3649	3758	3871
Monthly (9)		4013	4174	4633	4865	5011	5161
Daily		208	216	240	252	259	267
Annual	8	36844	38318	42532	44659	45999	47379
Monthly (12)		3070	3193	3544	3722	3833	3948
Monthly (9)		4094	4258	4726	4962	5111	5264
Daily		212	220	244	257	264	272
Annual	9	37581	39084	43383	45552	46919	48326
Monthly (12)		3132	3257	3615	3796	3910	4027
Monthly (9)		4176	4343	4820	5061	5213	5370
Daily		216	225	249	262	270	278
Annual	10	38332	39866	44251	46463	47857	49293
Monthly (12)		3194	3322	3688	3872	3988	4108
Monthly (9)		4259	4430	4917	5163	5317	5477
Daily		220	229	254	267	275	283
Annual	11	39099	40663	45136	47393	48814	50279
Monthly (12)		3258	3389	3761	3949	4068	4190
Monthly (9)		4344	4518	5015	5266	5424	5587
Daily		225	234	259	272	281	289
Annual	12	39881	41476	46039	48340	49791	51284
Monthly (12)		3323	3456	3837	4028	4149	4274
Monthly (9)		4431	4608	5115	5371	5532	5698
Daily		229	238	265	278	286	295
Annual	13	40679	42306	46959	49307	50786	52310
Monthly (12)		3390	3525	3913	4109	4232	4359
Monthly (9)		4520	4701	5218	5479	5643	5812
Daily		234	243	270	283	292	301
Annual	14	41492	43152	47898	50293	51802	53356
Monthly (12)		3458	3596	3992	4191	4317	4446
Monthly (9)		4610	4795	5322	5588	5756	5928
Daily		238	248	275	289	298	307

Appendix B1: Nursing & Allied Health Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	15	42322	44015	48856	51299	52838	54423
Monthly (12)		3527	3668	4071	4275	4403	4535
Monthly (9)		4702	4891	5428	5700	5871	6047
Daily		243	253	281	295	304	313
Annual	16	43168	44895	49834	52325	53895	55512
Monthly (12)		3597	3741	4153	4360	4491	4626
Monthly (9)		4796	4988	5537	5814	5988	6168
Daily		248	258	286	301	310	319
Annual	17	44032	45793	50830	53372	54973	56622
Monthly (12)		3669	3816	4236	4448	4581	4719
Monthly (9)		4892	5088	5648	5930	6108	6291
Daily		253	263	292	307	316	325
Annual	18	44912	46709	51847	54439	56072	57755
Monthly (12)		3743	3892	4321	4537	4673	4813
Monthly (9)		4990	5190	5761	6049	6230	6417
Daily		258	268	298	313	322	332
Annual	19	45811	47643	52884	55528	57194	58910
Monthly (12)		3818	3970	4407	4627	4766	4909
Monthly (9)		5090	5294	5876	6170	6355	6546
Daily		263	274	304	319	329	339
Annual	20	46727	48596	53941	56639	58338	60088
Monthly (12)		3894	4050	4495	4720	4861	5007
Monthly (9)		5192	5400	5993	6293	6482	6676
Daily		269	279	310	326	335	345
Annual	21	47661	49568	55020	57771	59504	61290
Monthly (12)		3972	4131	4585	4814	4959	5107
Monthly (9)		5296	5508	6113	6419	6612	6810
Daily		274	285	316	332	342	352
Annual	22	48615	50559	56121	58927	60695	62515
Monthly (12)		4051	4213	4677	4911	5058	5210
Monthly (9)		5402	5618	6236	6547	6744	6946
Daily		279	291	323	339	349	359

Appendix B1: Nursing & Allied Health Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	23	49587	51570	57243	60105	61908	63766
Monthly (12)		4132	4298	4770	5009	5159	5314
Monthly (9)		5510	5730	6360	6678	6879	7085
Daily		285	296	329	345	356	366
Annual	24	50579	52602	58388	61307	63147	65041
Monthly (12)		4215	4383	4866	5109	5262	5420
Monthly (9)		5620	5845	6488	6812	7016	7227
Daily		291	302	336	352	363	374
Annual	25	51590	53654	59556	62534	64410	66342
Monthly (12)		4299	4471	4963	5211	5367	5528
Monthly (9)		5732	5962	6617	6948	7157	7371
Daily		296	308	342	359	370	381
Annual	26	52622	54727	60747	63784	65698	67669
Monthly (12)		4385	4561	5062	5315	5475	5639
Monthly (9)		5847	6081	6750	7087	7300	7519
Daily		302	315	349	367	378	389
Annual	27	53674	55821	61962	65060	67012	69022
Monthly (12)		4473	4652	5163	5422	5584	5752
Monthly (9)		5964	6202	6885	7229	7446	7669
Daily		308	321	356	374	385	397
Annual	28	54748	56938	63201	66361	68352	70402
Monthly (12)		4562	4745	5267	5530	5696	5867
Monthly (9)		6083	6326	7022	7373	7595	7822
Daily		315	327	363	381	393	405
Annual	29	55843	58077	64465	67688	69719	71811
Monthly (12)		4654	4840	5372	5641	5810	5984
Monthly (9)		6205	6453	7163	7521	7747	7979
Daily		321	334	370	389	401	413
Annual	30	56960	59238	65754	69042	71113	73247
Monthly (12)		4747	4937	5480	5754	5926	6104
Monthly (9)		6329	6582	7306	7671	7901	8139
Daily		327	340	378	397	409	421

Appendix B1: Nursing & Allied Health Three-Quarter-Time Faculty Salaries		Step % =	2%	2%	2%	2%	2%
		Structural =	4%	11%	5%	3%	3%
	STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Annual	31	58099	60423	67069	70423	72536	74712
Monthly (12)		4842	5035	5589	5869	6045	6226
Monthly (9)		6455	6714	7452	7825	8060	8301
Daily		334	347	385	405	417	429
Annual	32		61631	68411	71831	73986	76206
Monthly (12)			5136	5701	5986	6166	6350
Monthly (9)			6848	7601	7981	8221	8467
Daily			354	393	413	425	438
Annual	33		62864	69779	73268	75466	77730
Monthly (12)			5239	5815	6106	6289	6478
Monthly (9)			6985	7753	8141	8385	8637
Daily			361	401	421	434	447
Annual	34		64121	71175	74733	76975	79285
Monthly (12)			5343	5931	6228	6415	6607
Monthly (9)			7125	7908	8304	8553	8809
Daily			369	409	430	442	456

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 1 - LECTURE RATES

Per Credit Rate - Per Term

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	616	641	692	713	734	756
4	632	658	710	732	754	776
5	647	673	727	749	772	795
6	664	690	745	768	791	815
7	681	708	765	788	812	836
8	697	725	783	807	831	856
9	715	743	803	827	852	877
10	733	763	824	848	874	900
11	752	782	845	870	896	923
12	770	801	865	891	918	946
13	789	821	886	913	940	968
14	809	841	908	936	964	993
15	830	863	932	960	989	1018
16	851	885	955	984	1013	1044
17	871	906	979	1008	1038	1069
18	893	929	1004	1034	1065	1097
19	915	952	1028	1059	1091	1124
20	939	976	1054	1086	1119	1152
21	962	1000	1080	1113	1146	1181
22	986	1026	1108	1141	1175	1210
23	1011	1051	1135	1169	1204	1240

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 1 - LECTURE RATES

Hourly and/or Cancellation Rate

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	54.46	58.25	62.91	64.80	66.74	68.75
4	55.82	59.79	64.57	66.51	68.50	70.56
5	57.21	61.21	66.11	68.09	70.14	72.24
6	58.64	62.75	67.77	69.80	71.90	74.05
7	60.11	64.39	69.55	71.63	73.78	76.00
8	61.61	65.93	71.21	73.34	75.54	77.81
9	63.15	67.58	72.98	75.17	77.43	79.75
10	64.73	69.33	74.88	77.12	79.44	81.82
11	66.35	71.09	76.77	79.08	81.45	83.89
12	68.01	72.84	78.67	81.03	83.46	85.96
13	69.71	74.60	80.56	82.98	85.47	88.04
14	71.45	76.46	82.58	85.06	87.61	90.24
15	73.24	78.44	84.71	87.25	89.87	92.57
16	75.07	80.41	86.84	89.45	92.13	94.90
17	76.94	82.39	88.98	91.65	94.40	97.23
18	78.87	84.47	91.23	93.96	96.78	99.69
19	80.84	86.55	93.48	96.28	99.17	102.15
20	82.86	88.75	95.85	98.72	101.69	104.74
21	84.93	90.94	98.22	101.16	104.20	107.33
22	87.06	93.25	100.71	103.73	106.84	110.04
23	89.23	95.55	103.19	106.29	109.48	112.76

Appendix C: Part-Time Faculty Rates						
Structural =	4%	8%	3%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
SECTION 1 - LECTURE RATES						
Per Credit Low Enrollment Rate - Per Term						
STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	400	416	450	464	478	492
4	411	427	462	476	490	505
5	421	438	473	487	502	517
6	431	449	485	500	515	530
7	443	460	497	512	527	543
8	453	471	509	524	540	556
9	465	483	522	538	554	571
10	477	496	535	551	568	585
11	489	508	549	565	582	599
12	501	521	562	579	596	614
13	513	533	576	593	611	629
14	526	547	590	608	626	645
15	539	561	606	624	643	662
16	553	575	621	640	659	679
17	566	589	636	655	675	695
18	581	604	652	672	692	713
19	595	619	668	688	709	730
20	610	635	685	706	727	749
21	625	650	702	723	745	767
22	641	667	720	742	764	787
23	657	683	738	760	783	806

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Rate Per Weekly Clock Hour (based on 11 week term)

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	492	512	553	570	587	604
4	505	525	567	584	601	619
5	517	538	581	598	616	635
6	530	551	595	613	632	651
7	543	565	610	629	648	667
8	557	579	626	644	664	684
9	571	594	641	661	680	701
10	585	609	657	677	697	718
11	600	624	674	694	715	736
12	615	639	691	711	733	755
13	630	655	708	729	751	773
14	646	672	726	747	770	793
15	662	689	744	766	789	813
16	679	706	762	785	809	833
17	696	723	781	805	829	854
18	713	742	801	825	850	875
19	731	760	821	846	871	897
20	749	779	841	867	893	919
21	768	799	862	888	915	942
22	787	819	884	911	938	966
23	807	839	906	933	961	990

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Hourly Cancellation Rate

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	43.57	46.55	50.27	51.78	53.33	54.93
4	44.66	47.71	51.53	53.07	54.66	56.30
5	45.77	48.90	52.81	54.40	56.03	57.71
6	46.92	50.12	54.13	55.76	57.43	59.15
7	48.09	51.38	55.49	57.15	58.87	60.63
8	49.29	52.66	56.87	58.58	60.34	62.15
9	50.52	53.98	58.30	60.05	61.85	63.70
10	51.79	55.33	59.75	61.55	63.39	65.30
11	53.08	56.71	61.25	63.09	64.98	66.93
12	54.41	58.13	62.78	64.66	66.60	68.60
13	55.77	59.58	64.35	66.28	68.27	70.32
14	57.16	61.07	65.96	67.94	69.97	72.07
15	58.59	62.60	67.61	69.63	71.72	73.88
16	60.06	64.16	69.30	71.38	73.52	75.72
17	61.56	65.77	71.03	73.16	75.35	77.62
18	63.10	67.41	72.80	74.99	77.24	79.56
19	64.68	69.10	74.62	76.86	79.17	81.54
20	66.29	70.82	76.49	78.79	81.15	83.58
21	67.95	72.60	78.40	80.75	83.18	85.67
22	69.65	74.41	80.36	82.77	85.26	87.81
23	71.39	76.27	82.37	84.84	87.39	90.01

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Low Enrollment Rate Per Weekly Clock Hour (based on 11 week term)

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	320	333	360	371	382	393
4	328	341	368	379	390	402
5	336	350	378	389	401	413
6	345	358	387	399	411	423
7	353	367	396	408	420	433
8	362	377	407	419	432	445
9	371	386	417	430	443	456
10	380	396	428	441	454	468
11	390	405	437	450	464	478
12	400	416	449	462	476	490
13	410	426	460	474	488	503
14	420	437	472	486	501	516
15	430	448	484	499	514	529
16	441	459	496	511	526	542
17	452	470	508	523	539	555
18	463	482	521	537	553	570
19	475	494	534	550	567	584
20	487	506	546	562	579	596
21	499	519	561	578	595	613
22	512	532	575	592	610	628
23	524	545	589	607	625	644

Appendix C: Part-Time Faculty Rates						
Structural =	4%	8%	3%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
SECTION 3 - ABE/GED/ESOL RATES						
Hourly Contact Rate						
STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	43.57	45.31	48.93	50.40	51.91	53.47
4	44.66	46.44	50.16	51.66	53.21	54.81
5	45.77	47.60	51.41	52.95	54.54	56.18
6	46.92	48.79	52.70	54.28	55.91	57.58
7	48.09	50.01	54.01	55.63	57.30	59.02
8	49.29	51.26	55.36	57.03	58.74	60.50
9	50.52	52.55	56.75	58.45	60.20	62.01
10	51.79	53.86	58.17	59.91	61.71	63.56
11	53.08	55.21	59.62	61.41	63.25	65.15
12	54.41	56.59	61.11	62.95	64.83	66.78
13	55.77	58.00	62.64	64.52	66.45	68.45
14	57.16	59.45	64.21	66.13	68.12	70.16
15	58.59	60.94	65.81	67.79	69.82	71.91
16	60.06	62.46	67.46	69.48	71.56	73.71
17	61.56	64.02	69.14	71.22	73.35	75.55
18	63.10	65.62	70.87	73.00	75.19	77.44
19	64.68	67.26	72.64	74.82	77.07	79.38
20	66.29	68.94	74.46	76.69	78.99	81.36
21	67.95	70.67	76.32	78.61	80.97	83.40
22	69.65	72.43	78.23	80.58	82.99	85.48
23	71.39	74.24	80.18	82.59	85.07	87.62

Appendix C: Part-Time Faculty Rates

Structural =	4%	8%	3%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 3 - ABE/GED/ESOL RATES

Low Enrollment Hourly Contact Rate

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	28.31	29.44	31.80	32.75	33.73	34.74
4	29.02	30.18	32.59	33.57	34.57	35.61
5	29.74	30.93	33.40	34.41	35.44	36.50
6	30.48	31.70	34.24	35.27	36.33	37.42
7	31.25	32.50	35.10	36.15	37.23	38.35
8	32.03	33.31	35.97	37.05	38.16	39.31
9	32.83	34.14	36.87	37.98	39.12	40.29
10	33.65	34.99	37.79	38.93	40.10	41.30
11	34.49	35.87	38.74	39.90	41.10	42.33
12	35.35	36.77	39.71	40.90	42.13	43.39
13	36.24	37.69	40.70	41.92	43.18	44.47
14	37.14	38.63	41.72	42.97	44.26	45.59
15	38.07	39.59	42.76	44.04	45.37	46.73
16	39.02	40.58	43.83	45.15	46.50	47.89
17	40.00	41.60	44.93	46.27	47.66	49.09
18	41.00	42.64	46.05	47.43	48.85	50.32
19	42.02	43.70	47.20	48.62	50.07	51.58
20	43.07	44.80	48.38	49.83	51.33	52.87
21	44.15	45.92	49.59	51.08	52.61	54.19
22	45.25	47.06	50.83	52.35	53.93	55.54
23	46.39	48.24	52.10	53.66	55.27	56.93

Appendix C: Part-Time Faculty Rates		
Structural =		0%
Step % =		2.5%
SECTION 4 - MISCELLANEOUS		
Special Project Rates		
STEP	2022-23	2023-28
3	26.87	26.87
4	27.54	27.54
5	28.23	28.23
6	28.93	28.93
7	29.66	29.66
8	30.40	30.40
9	31.16	31.16
10	31.94	31.94
11	32.74	32.74
12	33.55	33.55
13	34.39	34.39
14	35.25	35.25
15	36.13	36.13
16	37.04	37.04
17	37.96	37.96
18	38.91	38.91
19	39.89	39.89
20	40.88	40.88
21	41.90	41.90
22	42.95	42.95
23	44.03	44.03

Appendix C: Part-Time Faculty Rates		
Structural =		0%
Step % =		0%
SECTION 4 - MISCELLANEOUS		
Meetings/Training/Tutoring/ Independent Study Rate		
Step	2022-2023	2023-28
All	25.00	25.00

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 1 - LECTURE RATES

Per Credit Rate - Per Term

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	616	641	711	747	769	792
4	632	658	730	767	789	813
5	647	673	747	785	808	833
6	664	690	766	804	829	853
7	681	708	786	826	850	876
8	697	725	805	845	871	897
9	715	743	825	866	892	919
10	733	763	847	889	916	943
11	752	782	868	911	939	967
12	770	801	889	934	962	991
13	789	821	911	956	985	1015
14	809	841	934	980	1010	1040
15	830	863	958	1006	1036	1067
16	851	885	982	1031	1062	1094
17	871	906	1006	1056	1088	1121
18	893	929	1031	1083	1115	1149
19	915	952	1057	1110	1143	1177
20	939	976	1084	1138	1172	1207
21	962	1000	1110	1166	1201	1237
22	986	1026	1139	1195	1231	1268
23	1011	1051	1167	1225	1262	1300

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 1 - LECTURE RATES

Hourly and/or Cancellation Rate

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	54.46	58.25	64.66	67.89	69.93	72.03
4	55.82	59.79	66.36	69.68	71.77	73.93
5	57.21	61.21	67.95	71.34	73.48	75.69
6	58.64	62.75	69.65	73.13	75.33	77.59
7	60.11	64.39	71.48	75.05	77.30	79.62
8	61.61	65.93	73.18	76.84	79.15	81.52
9	63.15	67.58	75.01	78.76	81.12	83.56
10	64.73	69.33	76.96	80.81	83.23	85.73
11	66.35	71.09	78.91	82.85	85.34	87.90
12	68.01	72.84	80.85	84.90	87.44	90.07
13	69.71	74.60	82.80	86.94	89.55	92.24
14	71.45	76.46	84.87	89.12	91.79	94.54
15	73.24	78.44	87.06	91.42	94.16	96.99
16	75.07	80.41	89.26	93.72	96.53	99.43
17	76.94	82.39	91.45	96.02	98.90	101.87
18	78.87	84.47	93.76	98.45	101.40	104.45
19	80.84	86.55	96.08	100.88	103.91	107.02
20	82.86	88.75	98.51	103.44	106.54	109.74
21	84.93	90.94	100.95	105.99	109.17	112.45
22	87.06	93.25	103.50	108.68	111.94	115.30
23	89.23	95.55	106.06	111.36	114.70	118.15

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 1 - LECTURE RATES

Per Credit Low Enrollment Rate - Per Term

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	400	416	462	485	500	515
4	411	427	475	499	514	529
5	421	438	486	510	525	541
6	431	449	498	523	539	555
7	443	460	511	537	553	570
8	453	471	523	549	565	582
9	465	483	536	563	580	597
10	477	496	550	578	595	613
11	489	508	564	592	610	628
12	501	521	578	607	625	644
13	513	533	592	622	641	660
14	526	547	607	637	656	676
15	539	561	623	654	674	694
16	553	575	638	670	690	711
17	566	589	654	687	708	729
18	581	604	670	704	725	747
19	595	619	687	721	743	765
20	610	635	704	739	761	784
21	625	650	722	758	781	804
22	641	667	740	777	800	824
23	657	683	758	796	820	845

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Rate Per Weekly Clock Hour (based on 11 week term)

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	492	512	568	597	615	633
4	505	525	583	612	630	649
5	517	538	597	627	646	665
6	530	551	612	643	662	682
7	543	565	627	659	678	699
8	557	579	643	675	695	716
9	571	594	659	692	713	734
10	585	609	676	709	731	753
11	600	624	692	727	749	771
12	615	639	710	745	768	791
13	630	655	727	764	787	810
14	646	672	746	783	806	831
15	662	689	764	803	827	851
16	679	706	783	823	847	873
17	696	723	803	843	868	895
18	713	742	823	864	890	917
19	731	760	844	886	912	940
20	749	779	865	908	935	963
21	768	799	886	931	959	987
22	787	819	909	954	983	1012
23	807	839	931	978	1007	1037

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Hourly and/or Cancellation Rate

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	43.57	46.55	51.67	54.25	55.88	57.55
4	44.66	47.71	52.96	55.61	57.27	58.99
5	45.77	48.90	54.28	57.00	58.71	60.47
6	46.92	50.12	55.64	58.42	60.17	61.98
7	48.09	51.38	57.03	59.88	61.68	63.53
8	49.29	52.66	58.45	61.38	63.22	65.12
9	50.52	53.98	59.92	62.91	64.80	66.74
10	51.79	55.33	61.41	64.48	66.42	68.41
11	53.08	56.71	62.95	66.10	68.08	70.12
12	54.41	58.13	64.52	67.75	69.78	71.88
13	55.77	59.58	66.14	69.44	71.53	73.67
14	57.16	61.07	67.79	71.18	73.31	75.51
15	58.59	62.60	69.48	72.96	75.15	77.40
16	60.06	64.16	71.22	74.78	77.03	79.34
17	61.56	65.77	73.00	76.65	78.95	81.32
18	63.10	67.41	74.83	78.57	80.93	83.35
19	64.68	69.10	76.70	80.53	82.95	85.44
20	66.29	70.82	78.62	82.55	85.02	87.57
21	67.95	72.60	80.58	84.61	87.15	89.76
22	69.65	74.41	82.60	86.72	89.33	92.01
23	71.39	76.27	84.66	88.89	91.56	94.31

Appendix C1: Nursing & Allied Health Part-Time Faculty Rates

Structural =	4%	11%	5%	3%	3%
Step % =	2.5%	2.5%	2.5%	2.5%	2.5%

SECTION 2 - COMBINATION RATES

Rate Per Weekly Clock Hour (based on 11 week term)

STEP	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
3	320	333	370	389	401	413
4	328	341	379	398	410	422
5	336	350	389	408	420	433
6	345	358	397	417	430	443
7	353	367	407	427	440	453
8	362	377	418	439	452	466
9	371	386	428	449	462	476
10	380	396	440	462	476	490
11	390	405	450	473	487	502
12	400	416	462	485	500	515
13	410	426	473	497	512	527
14	420	437	485	509	524	540
15	430	448	497	522	538	554
16	441	459	509	534	550	567
17	452	470	522	548	564	581
18	463	482	535	562	579	596
19	475	494	548	575	592	610
20	487	506	562	590	608	626
21	499	519	576	605	623	642
22	512	532	591	621	640	659
23	524	545	605	635	654	674

OREGON COAST COMMUNITY COLLEGE
Memorandum of Understanding
Hyflex Course Compensation

Effective September 1, 2021, there will be additional compensation paid to full, three-quarter or part-time faculty who teach Hyflex courses. The compensation for each year of the Agreement shall be calculated as \$150 per credit for each course taught.

Hyflex courses are defined as any course in which a single cohort of students can choose to participate in either asynchronous and/or synchronous learning environments within the same section. This does not include Hybrid courses in which all students must participate in the same synchronous or asynchronous learning environment within the section.