

Tentative Agreement
by and between the
Glendale College Guild, Local 2276
and the
Glendale Community College District

The Glendale College Guild, Local 2276 (Guild) and the Glendale Community College District (District), hereby agree to the following Tentative Agreement:

Section 15. Division Chairpersons

A. Division Chairs shall be paid an amount in addition to their placement on the Instructor's Salary Schedule.

DIVISION CHAIR RATES				
EFFECTIVE JULY 1, 2019				
Number of FTE	Released	Annual	Max units/	Max units/
Instructors Faculty	Time Per	Stipend	yr. overload	yr. overload
in Division	Year		Pro-rata	Hourly
1-15	40% 80%	\$7,756	7	7
16-20	50% 80%	\$10,295	6	6
21-25	60% 80%	\$13,117	5	5
26-30	70% 80%	\$16,219	4	4
31-35	80%	\$19,743	3	3
36-40	90%	0	0	0

41-45	100%	0	0	0

DOCTORATE STIPEND **\$245/month**
STUDENT SERVICES DIVISION CHAIR **\$13,117**

Updated December 18, 2019

B. To compute division FTE, count the number of contract faculty (could be fractional) in that division. Add to the count, all units taught on overload and banking, and all units taught by adjunct employees, converted to FTE for that division. All units are as of the first day of classes of the Fall semester. ~~Division Chair load reductions are reviewed and approved each year by the Vice President, Instructional Services.~~

C. **Instructional** Division Chairs shall be assigned to a 204 **199** day work year (**Appendix D**). To calculate the annual salary: take the Chair's placement salary on Appendix A (177 days), add the stipend above, multiply this sum by 1.1 to account for one more month (20 days). To this result, add four (4) more days at a per diem rate (based on the 197 days total).

The Student Services Division Chair shall be assigned 9 additional duty days. These additional duty days beyond 190 (for a total of 199 duty days) shall be mutually agreed upon between the Student Services Division Chair and the Vice President of Student Services. Compensation for service beyond the 190 days shall be at the same per diem rate of pay (including the Student Services Division Chair stipend, the counselor ratio, and Doctoral stipend, as applicable.)

D. Released time for divisions with chairs over 80% RT shall be applied to an assistant chair (up to a maximum of 20%).

E. **Instructional** Division Chairs are limited to **a maximum overload of 20% in any regular semester** ~~the above yearly totals to teach overload~~ and one class per year in any intersession irrespective of load spreading **unless advance written approval is obtained from the appropriate vice-president**. At the same time, outgoing chairs are released from the above limits. ~~"Overload pro rata" units are taught during intersession only. "Overload hourly" units may be taught during any session.~~

Student Services Chairs are limited to a maximum overload of 20% in any regular semester or the summer intersession.

F. All other College income will reduce the above overload amounts on a dollar per dollar basis.

G. The Division Chair may elect to bank up to 20% during each of the fall and spring semesters, with the additional 3 units/equivalent hours banked during the short **sessions**, subject to the above limitation on "Overload hourly" **up to a maximum of 9 units/equivalent hours-per-year**. If a Division Chair elects to use their banked hours, those hours are subject to the above limitations **defined in Article VI, Section 10-13** on "Overload Pro-rata".

H. Division Chairs may not opt for a four-day work week.

I. Instructional Division chairs shall take off four (4) work weeks during the summer as vacation. The District shall provide a stipend equivalent to 20% of load for four weeks for an assistant chair to cover the period the Division Chair is on vacation. The Office of the Vice-President of Instructional Services shall coordinate with each **Instructional** Division Chair for coverage while the Chair is on vacation.


Student Services Division chairs shall take off four (4) work weeks during the summer as vacation. The Office of the Vice-President of Student Services shall coordinate with the Student Services Division Chair for coverage.

J. The Division Chair for Student Services shall be given released time as indicated in the table below and the corresponding stipend from the table in Section 15-A above. FTE is computed on the first day of classes of the Fall semester, rounded to the nearest whole number.


FTE in Division	1-30	31-35	36-40	41-45	46-50	51-55	56-60	61-above
Released Time	45%	50%	55%	60%	65%	70%	75%	80%

~~An additional time (9) duty days are to be assigned. These additional duty days beyond 190 (for a total of 199 duty days) shall be mutually agreed upon between the Division Chair and the Vice President of Student Services. Compensation for service beyond the 190 days shall be at the same per diem rate of pay (including the Division Chair stipend and the counselor ratio and Doctoral stipend, as applicable.) The Division Chair's released time reductions are reviewed and approved each year by the Vice President of Student Services.~~

DATE: 11/21/2022



Caroline DePiro, Chief Negotiator
Glendale College Guild



Brittany Grice, Chief Negotiator
Glendale Community College District