

BOARD OF TRUSTEES



AGENDA  
SPECIAL MEETING

MISSION COLLEGE

JUNE 27, 2017

BOARD OF TRUSTEES

Adrienne Grey · *President*

Anne Kepner · *Vice President*

Susan Fish

Randi Kinman

Jack Lucas

Robert Owens

Karl Watanabe

Lani Yoshimoto · *MC Student Trustee*

Robert Andrade · *WVC Student Trustee*

Patrick Schmitt · *Chancellor*

## **GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD OF TRUSTEES MEETINGS**

The following instructions are intended as a guide for members of the public who wish to address the Board of Trustees. These guidelines are in the interest of giving the Board a fair opportunity to hear a diversity of viewpoints.

### **Oral Communications from the Public (Items Not Listed on the Agenda)**

You are asked to sign up at the beginning of the meeting, using the form provided at the entrance to the Board Room, but you are not required to do so. The completed form should be submitted to the Board Clerk. When you make your presentation, approach the podium, wait to be recognized by the President of the Board, and identify yourself and the topic you wish to discuss. Limit your presentation to three (3) minutes.

### **Public Discussion (Items Listed on the Agenda)**

We welcome comments from the public specific to items that are part of the Board agenda for that meeting. In fairness to those who wish to speak and as a courtesy to those who have come to listen, we request that you adhere to the following guidelines: If you wish to speak, you are asked to provide a completed form to the Board Clerk, but you are not required to do so. When the Board President opens an item for discussion and calls for speakers, approach the podium, identify yourself, and limit your presentation to three (3) minutes. If you wish to give an opinion which has already been expressed by others, please do not be repetitive. The President may impose additional time limitations on any major discussions involving multiple speakers.

### **All Oral Communications**

Should the sum of "Oral Communications" require more thirty (30) minutes, the Board President may proceed with the balance of the agenda and return to "Oral Communications..." before "Trustee Comments."

### **ADJOURNMENT TIME**

Pursuant to District Policy, Regular Board meetings will be adjourned not later than 11:00 p.m. unless continued by a majority vote of the Board members present.

### **DOCUMENTS PROVIDED TO THE BOARD OF TRUSTEES**

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Board of Trustees in connection with this agenda are available in the Chancellor's Office, 14000 Fruitvale Avenue, Saratoga, CA, 95070, at the time they are distributed to the Board.

**In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact the Chancellor's Office at 408-741-2011. Notification 24 hours prior to the meeting will allow the District to make reasonable arrangements to ensure accessibility.**

**(A) = Action    (I) = Information**

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**WEST VALLEY-MISSION  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING**

**TUESDAY, JUNE 27, 2017**

Mission College  
3000 Mission College Blvd., Santa Clara, CA 95054

5:30 p.m.

Public Session

TAV-130

**1.0 CALL TO ORDER - PUBLIC SESSION**

- 1.1 Roll Call Oral
- 1.2 Pledge of Allegiance Oral
- 1.3 Approval of the Order of the Agenda (A) Oral
- 1.4 Oral Communications from the Public on Items on the Agenda  
This portion of a Special Meeting is reserved for persons desiring to address the Board on matters on the agenda only. No action will be taken.

**2.0 No Items.**

**3.0 No Items.**

**4.0 No Items.**

**APPROVAL OF CONSENT AGENDA ACTION ITEMS** (A)

Action items will be acted upon in one motion unless they are removed from the Consent Agenda. Information items will not be discussed unless they are removed from the Consent Agenda.

**5.0 COLLEGE PROGRAMS AND SERVICES - Consent Agenda - No Items**

**6.0 HUMAN RESOURCES - Consent Agenda**

**6.1 PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES** (A) 6

Recommendation: That the Board of Trustees approve the listed personnel transactions.

**I. Appointment(s)**

***Academic***

- a. Jennifer Tseng, Instructor, Accounting, Mission College.
- b. Timothy Morgan, Instructor, Administration of Justice, West Valley College.
- c. Victor Castillo, Instructor, Administration of Justice, West Valley College.
- d. Erica Morton-Starner, Instructor, English, Mission College.
- e. Gabriel Porrata Vallejo, Instructor, Mathematics, Mission College.
- f. Kristen Purdum, Instructor, Mathematics, Mission College.
- g. Michele Hittleman, Counselor, Student Success & Support, Mission College.

- h. Urias Garcia, Counselor, Student Success & Support, Mission College.
- i. Priyanka Dinesh, Counselor, Student Success & Support, Mission College.

***Administrative***

- j. Anne Horgan, Program Director, Child Development Center, Administrative Unit, West Valley College.

***Classified***

- k. Christina Thomas, Financial Technician II, Finance Department, West Valley-Mission Community College District.
- l. Lisa Willett, Student Enrollment & Financial Services Advisor, Admissions & Records, Mission College.
- m. Nguyet Tran, Child Development Center Specialist II, Child Development Center, Mission College.

***Confidential***

- n. Barbara Richardson, Human Resources Specialist II, Human Resources, West Valley-Mission Community College District.

**II. Transfers**

***Academic***

- a. Donnelle McGee *from* Counselor, Counseling, Mission College, *to* Instructor, English, Mission College.

**III. Reclassifications**

***Classified***

- a. Susan Rios, *from* Senior Administrative Assistant, Information Systems, West Valley-Mission Community College District, *to* Administrative Specialist, Information Systems.
- b. Rosa Coronado, *from* EOPS Specialist, WVMCEA Unit West Valley College, *to* Program Specialist, EOPS.
- c. Melissa Ceresa, *from* EOPS Specialist, WEOPS, West Valley College, *to* Program Specialist, EOPS.
- d. Linda Van, *from* Student Services Technician, Counseling, Mission College, *to* Program Specialist, EOPS.
- e. Donna Breckenridge, *from* Senior Administrative Assistant, Administrative Services, West Valley College, *to* Management Assistant, Administrative Services.
- f. Guadalupe Burciaga, *from* Office Assistant, District Police, West Valley-Mission Community College District, *to* Administrative Specialist, District Police.
- g. Billy Reeves, *from* Irrigation Technician, Facilities, West Valley-Mission Community College District, *to* Senior Irrigation Technician, Facilities.
- h. Sandy Underwood, *from* Senior Administrative Assistant, Community Education, West Valley College, *to* Program Specialist, Community Education.
- i. Marie Rancap, *from* Financial Aid Special Services Technician (BFAP), Financial Aid, Mission College, *to* Enrollment & Financial Services Advisor, Financial Aid.
- j. Analiza Dasalla, *from* Senior Student Services Technician, Admissions & Records, Mission College *to* Enrollment & Financial Services Advisor, Admissions & Records.
- k. Phyllis Riggs, *from* Student Services Technician, Admissions & Records, Mission College *to* Enrollment & Financial Services Advisor, Admissions & Records.
- l. Nitha Vasquez, *from* Student Services Account Technician, Admissions & Records, Mission College, *to* Enrollment & Financial Services Advisor, Admissions & Records.
- m. Elizabeth Ochoa, *from* Financial Aid Outreach Specialist (BFAP), Financial Aid, Mission College, *to* Senior Enrollment & Financial Services Advisor Financial Aid.
- n. Tu-Lan Trinh, *from* Student Records Advisor, Admissions & Records, Mission College, *to* Senior Student Records Advisor, Admissions & Records.
- o. Elena Steede, *from* Senior Administrative Assistant, Administrative Services, Mission College, *to* Management Assistant, Administrative Services.

- p. Melissa Ceresa, *from* Office Coordinator, Veteran’s Affairs, West Valley College, *to* Program Specialist, Veteran’s Affairs.
- q. Tanya Southworth, *from* Senior Office Coordinator, DESP, West Valley College, *to* Administrative Specialist, DESP.
- r. Kim Habian, *from* Purchasing Agent, Purchasing, West Valley-Mission Community College District, *to* Supervisor, Purchasing.

**IV. Temporary Assignments**

*Administrative*

- a. Maritza Cantarero, *temporary 15% increase for additional duties assigned*, Director, Enrollment and Financial Services, West Valley College.  
*Rationale: For full scope of Banner implementation activities.*
- b. Stephanie Kashima, *temporary 15% increase for additional duties assigned*, Dean, Instruction, West Valley College, *extend through December 31, 2017.*  
*Rationale: For full scope of Banner implementation activities.*
- c. Danny Nguyen, *temporary 15% increase for additional duties assigned*, Dean, Science, Engineering, and Math, Mission College, *extend through December 31, 2017.*  
*Rationale: For full scope of Banner implementation activities.*
- d. Maria Escobar, *temporary 15% increase for additional duties assigned*, Director, Enrollment and Financial Services, Mission College.  
*Rationale: For full scope of Banner implementation activities.*

**V. Position Change**

- a. Jacqueline Williams, Administrative Assistant, Student Equity, West Valley College, *from 72% of full time to 80% of full time.*
- b. Nini Reyes-Bollinger, Program Specialist, Facilities, West Valley-Mission Community College District, *from 64% of full time to 80% of full time.*

[6.1 Personnel transactions](#)

**7.0 BUSINESS AND FINANCE – Consent Agenda – No items**

**REGULAR ORDER OF AGENDA**

**5.0 COLLEGE PROGRAMS AND SERVICES - No items**

**6.0 HUMAN RESOURCES**

**6.2 APPROVAL OF CHANGES TO THE HEALTH BENEFITS PROVIDED TO MEMBERS OF THE BOARD OF TRUSTEES**

(A) 13

Recommendation: That the Board of Trustees approve the proposed changes to Board member health benefits as follows: Effective July 1, 2017, the District’s annual contribution to the premium payments for health benefits (including medical, dental, vision, and prescription) will be increased. The District’s contribution for health benefits provided to active employees will be limited at \$11,741 for single coverage, \$22,072 for 2-party coverage, and \$28,270 for 3 or more coverage.

[6.2 BOT benefit Change](#)

6.3	<p><b>RATIFICATION OF THE TENTATIVE AGREEMENT BETWEEN THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (DISTRICT) AND THE WEST VALLEY-MISSION FEDERATION OF TEACHERS/ AMERICAN FEDERATION OF TEACHERS, LOCAL 6554 (WVMFT) REGARDING REOPENER NEGOTIATIONS</b></p> <p>Recommendation: That the Board of Trustees approve the proposed tentative agreement with the West Valley-Mission Federation of Teachers/ American Federation of Teachers, Local 6554 (WVMFT) as presented at the June 27, 2017, meeting.</p> <p><a href="#">6.3 TA Ratification</a></p>	(A)	14
7.0	<p><b>BUSINESS AND FINANCE</b></p>		
7.1	<p>2017-18 Tentative Budget</p> <p>Recommendation: That the Board of Trustees adopt the 2017/2018 Tentative Budget and set September 5, 2017, as the date for a public hearing and adoption of the Final Budget for 2017/2018.</p> <p><a href="#">7.1 Tentative Budget</a></p>	(A)	30
8.0	<p><b>BOARD</b></p>		
9.0	<p><b>INFORMATION REPORTS AND ITEMS FOR FUTURE BOARD CONSIDERATION</b></p>		
9.1	<p>TRUSTEE COMMENTS</p>	(I)	Oral
<p>ADJOURNMENT</p>			



PREPARED BY: SEAN MCGOWAN, ROSE SCHULTZ AND RYAN NG

REVIEWED BY: ALBERT M. MOORE

APPROVED BY: PATRICK SCHMITT

**SUBJECT: PERSONNEL TRANSACTIONS TO BE ACTED UPON BY THE BOARD OF TRUSTEES**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve the listed items.

**I. Appointment(s)**

*Academic*

- a. Jennifer Tseng, Instructor, Accounting, Mission College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 141270. Fund 100-General Fund.
- b. Timothy Morgan, Instructor, Administration of Justice, West Valley College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 141850. Fund 100-General Fund.
- c. Victor Castillo, Instructor, Administration of Justice, West Valley College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 141980. Fund 100-General Fund.
- d. Erica Morton-Starner, Instructor, English, Mission College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 142020. Fund 100-General Fund.
- e. Gabriel Porrata Vallejo, Instructor, Mathematics, Mission College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 050170. Fund 100-General Fund.

- f. Kristen Purdum, Instructor, Mathematics, Mission College, 100% of full time, 10 months per year; effective August 25, 2017. Position ID# 142000. Fund 100-General Fund.
- g. Michele Hittleman, Counselor, Student Success & Support, Mission College, 100% of full time, 11 months per year; effective August 1, 2017. Position ID# 032800. Fund 100-General Fund.
- h. Urias Garcia, Counselor, Student Success & Support, Mission College, 100% of full time, 11 months per year; effective August 1, 2017. Position ID# 137090. Fund 100-General Fund.
- i. Priyanka Dinesh, Counselor, Student Success & Support, Mission College, 100% of full time, 11 months per year; effective August 1, 2017. Position ID# 138200. Fund 100-General Fund.

*Administrative*

- j. Anne Horgan, Program Director, Child Development Center, Administrative Unit, Range 15 (\$8,159-\$10,172), Child Development Center, West Valley College, 100% of full time, 12 months per year; effective July 3, 2017. Position ID# WAD015. Fund 330-Child Development Fund.

*Classified*

- k. Christina Thomas, Financial Technician II, WVMCEA Unit, Range 59 (\$4,448-\$5,832), Finance Department, West Valley-Mission Community College District, 100% of full time, 12 months per year; effective July 3, 2017. Position ID# DC1013. Fund 100-General Fund.
- l. Lisa Willett, Student Enrollment & Financial Services Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Admissions & Records, Mission College, 100% of full time, 12 months per year; effective July 24, 2017. Position ID# MC1004. Fund 100-General Fund.
- m. Nguyet Tran, Child Development Center Specialist II, WVMCEA Unit, Range 48 (\$3,520-\$4,596), Child Development Center, Mission College, 100% of full time, 12 months per year; effective July 10, 2017. Position ID# MC1056. Fund 330-Child Development Fund.

*Confidential*

- n. Barbara Richardson, Human Resources Specialist II, Confidential Unit, Range 44 (\$5,293-\$6,968), Human Resources, West Valley-Mission Community College

District, 100% of full time, 12 months per year; effective July 10, 2017. Position ID# DCF003. Fund 100-General Fund.

## II. Transfers

### *Academic*

- a. Donnelle McGee *from* Counselor, Counseling, Mission College, 100% of full time, 11 months per year *to* Instructor, English, Mission College, 100% of full time, 10 months per year; effective August 25, 2017. *From* Position ID# 138200 *to* Position ID# 135070. Fund 100-General Fund.

## III. Reclassifications

### *Classified*

- a. Susan Rios, *from* Senior Administrative Assistant, WVMCEA Unit, Range 59 (\$4,448-\$5,832), Information Systems, West Valley-Mission Community College District, 100% of full time, 12 months per year; *to* Administrative Specialist, WVMCEA Unit, Range 69 (\$5,529-\$7,303), Information Systems, 100% of full time, 12 months per year. Position ID# 134300. Effective February 27, 2014. Fund 100-General Fund.
- b. Rosa Coronado, *from* EOPS Specialist, WVMCEA Unit, Range 57 (\$4,259-\$5,587), EOPS, West Valley College, 100% of full time, 11 months per year; *to* Program Specialist, WVMCEA Unit, Range 64 (\$4,956-\$6,522), EOPS, 100% of full time, 11 months per year. Position ID# 140670. Effective June 30, 2014. Fund 120-Restricted General-Grants.
- c. Melissa Ceresa, *from* EOPS Specialist, WVMCEA Unit, Range 57 (\$4,259-\$5,587), EOPS, West Valley College, 100% of full time, 11 months per year; *to* Program Specialist, WVMCEA Unit, Range 64 (\$4,956-\$6,522), EOPS, 100% of full time, 11 months per year. Position ID# 122220. Effective June 30, 2014 *through* April 9, 2017. Fund 120-Restricted General-Grants.
- d. Linda Van, *from* Student Services Technician, WVMCEA Unit, Range 52 (\$3,829-\$5,000), Counseling, Mission College, 100% of full time, 12 months per year; *to* Program Specialist, WVMCEA Unit, Range 64 (\$4,956-\$6,522), EOPS, 100% of full time, 12 months per year. Position ID# 135630. Effective July 1, 2014 *through* June 30, 2017. Fund 120-Restricted General-Grants.
- e. Donna Breckenridge, *from* Senior Administrative Assistant, WVMCEA Unit, Range 59 (\$4,448-\$5,832), Administrative Services, West Valley College, 100% of full time, 12 months per year; *to* Management Assistant, WVMCEA Unit, Range 66 (\$5,180-

\$6,821), Administrative Services, 100% of full time, 12 months per year. Position ID# 134320. Effective July 2, 2014 *through* June 30, 2017. Fund 597-Entrepreneurial Fund.

- f. Guadalupe Burciaga, *from* Office Assistant, WVMCEA Unit, Range 50 (\$3,666-\$4,791), District Police, West Valley-Mission Community College District, 100% of full time, 12 months per year; *to* Administrative Specialist, WVMCEA Unit, Range 69 (\$5,529-\$7,303), District Police, 100% of full time, 12 months per year. Position ID# 125030. Effective July 7, 2014 *through* June 30, 2017. Fund 100-General Fund (0.25) and Fund 122-Parking Fund (0.75).
- g. Billy Reeves, *from* Irrigation Technician, WVMCEA Unit, Range 60 (\$4,558-\$5,998), Facilities, West Valley-Mission Community College District, 100% of full time, 12 months per year; *to* Senior Irrigation Technician, WVMCEA Unit, Range 64 (\$4,984-\$6,569), Facilities, 100% of full time, 12 months per year. Position ID# 072300. Effective August 20, 2014 *through* June 30, 2017. Fund 100-General Fund (0.80) and Fund 122-Parking Fund (0.20).
- h. Sandy Underwood, *from* Senior Administrative Assistant, WVMCEA Unit, Range 59 (\$4,448-\$5,832), Community Education, West Valley College, 100% of full time, 12 months per year; *to* Program Specialist, WVMCEA Unit, Range 64 (\$4,956-\$6,522), Community Education, 100% of full time, 12 months per year. Position ID# 055590. Effective September 26, 2014 *through* June 30, 2017. Fund 591-Community Education Fund.
- i. Marie Rancap, *from* Financial Aid Special Services Technician (BFAP), WVMCEA Unit, Range 52 (\$3,829-\$5,000), Financial Aid, Mission College, 100% of full time, 12 months per year; *to* Enrollment & Financial Services Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Financial Aid, 100% of full time, 12 months per year. Position ID# 138950. Effective November 14, 2014 *through* June 30, 2017. Fund 120-Restricted General-Grants.
- j. Analiza Dasalla, *from* Senior Student Services Technician, WVMCEA Unit, Range 54 (\$3,999-\$5,230), Admissions & Records, Mission College, 100% of full time, 12 months per year; *to* Enrollment & Financial Services Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Admissions & Records, 100% of full time, 12 months per year. Position ID# 095600. Effective November 14, 2014 *through* June 30, 2017. Fund 100-General Fund.
- k. Phyllis Riggs, *from* Student Services Technician, WVMCEA Unit, Range 52 (\$3,829-\$5,000), Admissions & Records, Mission College, 100% of full time, 11 months per year; *to* Enrollment & Financial Services Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Admissions & Records, 100% of full time, 11 months per year.

Position ID# 091010. Effective November 14, 2014 *through* June 30, 2017. Fund 100-General Fund.

- l. Nitha Vasquez, *from* Student Services Account Technician, WVMCEA Unit, Range 53 (\$3,917-\$5,110), Admissions & Records, Mission College, 100% of full time, 12 months per year; *to* Enrollment & Financial Services Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Admissions & Records, 100% of full time, 12 months per year. Position ID# 123240. Effective November 14, 2014 *through* June 30, 2017. Fund 100-General Fund.
- m. Elizabeth Ochoa, *from* Financial Aid Outreach Specialist (BFAP), WVMCEA Unit, Range 57 (\$4,259-\$5,587), Financial Aid, Mission College, 100% of full time, 12 months per year; *to* Senior Enrollment & Financial Services Advisor, WVMCEA Unit, Range 61 (\$4,636-\$6,096), Financial Aid, 100% of full time, 12 months per year. Position ID# 138940. Effective November 14, 2014 *through* June 30, 2017. Fund 120-Restricted General-Grants.
- n. Tu-Lan Trinh, *from* Student Records Advisor, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Admissions & Records, Mission College, 100% of full time, 12 months per year; *to* Senior Student Records Advisor, WVMCEA Unit, Range 61 (\$4,636-\$6,096), Admissions & Records, 100% of full time, 12 months per year. Position ID# 135410. Effective November 14, 2014 *through* June 30, 2017. Fund 100-General Fund.
- o. Elena Steede, *from* Senior Administrative Assistant, WVMCEA Unit, Range 59 (\$4,448-\$5,832), Administrative Services, Mission College, 100% of full time, 12 months per year; *to* Management Assistant, WVMCEA Unit, Range 66 (\$5,180-\$6,821), Administrative Services, 100% of full time, 12 months per year. Position ID# 135960. Effective March 6, 2015 *through* June 30, 2017. Fund 100-General Fund.
- p. Melissa Ceresa, *from* Office Coordinator, WVMCEA Unit, Range 54 (\$3,999-\$5,230), Veteran's Affairs, West Valley College, 100% of full time, 11 months per year; *to* Program Specialist, WVMCEA Unit, Range 64 (\$4,956-\$6,522), Veteran's Affairs, 100% of full time, 11 months per year. Position ID# 122690. Effective April 10, 2017 *through* June 30, 2017. Fund 100-General Fund (0.45) and Fund 120-Restricted General-Grants (0.55).
- q. Tanya Southworth, *from* Senior Office Coordinator, WVMCEA Unit, Range 57 (\$4,259-\$5,587), DESP, West Valley College, 100% of full time, 12 months per year; *to* Administrative Specialist, WVMCEA Unit, Range 69 (\$5,529-\$7,303), DESP, 100% of full time, 12 months per year. Position ID# 089400. Effective April 6, 2015 *through* June 30, 2017. Fund 120-Restricted General-Grants.

- r. Kim Habian, *from* Purchasing Agent, WVMCEA Unit, Range 68 (\$5,412-\$7,130), Purchasing, West Valley-Mission Community College District, 100% of full time, 12 months per year; *to* Supervisor, Purchasing, Supervisors Unit, Range 28 (\$6,597-\$8,842), Purchasing, 100% of full time, 12 months per year. Position ID# 081700. Effective August 19, 2015 *through* June 30, 2017. Fund 100-General Fund.

#### IV. Temporary Assignments

##### *Administrative*

- a. Maritza Cantarero, *temporary 15% increase for additional duties assigned*, Director, Enrollment and Financial Services, Administrative Unit, Range 22 (\$116,395-\$145,108), Student Services, West Valley College, 100% of full time, 12 months per year; effective September 1, 2015 *through* June 30, 2017, *extend through* December 31, 2017. Position ID# 141170. Fund 100-General Fund.  
*Rationale: For full scope of Banner implementation activities.*
- b. Stephanie Kashima, *temporary 15% increase for additional duties assigned*, Dean, Administrative Unit, Range 25 (\$125,345-\$156,266), Instruction, West Valley College, 100% of full time, 12 months per year; effective September 1, 2015 *through* June 30, 2017, *extend through* December 31, 2017. Position ID# 141100. Fund 100-General Fund.  
*Rationale: For full scope of Banner implementation activities.*
- c. Danny Nguyen, *temporary 15% increase for additional duties assigned*, Dean, Administrative Unit, Range 25 (\$125,345-\$156,266), Science, Engineering, and Math, Mission College, 100% of full time, 12 months per year; effective September 1, 2015 *through* June 30, 2017, *extend through* December 31, 2017. Position ID# 122310. Fund 100- General Fund.  
*Rationale: For full scope of Banner implementation activities.*
- d. Maria Escobar, *temporary 15% increase for additional duties assigned*, Director, Enrollment and Financial Services, Administrative Unit, Range 22 (\$116,395-\$145,108), Student Services, Mission College, 100% of full time, 12 months per year; effective April 1, 2016 *through* June 30, 2017, *extend through* December 31, 2017. Position ID# 095910. Fund 100-General Fund.  
*Rationale: For full scope of Banner implementation activities.*

#### V. Position Change

- a. Jacqueline Williams, Administrative Assistant, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Student Equity, West Valley College, *from* 72% of full time *to* 80% of full

time, 12 months per year; effective July 1, 2017. Position ID# 141800. Fund 120-Restricted General-Grants.

- b. Nini Reyes-Bollinger, Program Specialist, WVMCEA Unit, Range 57 (\$4,259-\$5,587), Facilities, West Valley-Mission Community College District, *from* 64% of full time *to* 80% of full time, 12 months per year; effective July 1, 2017. Position ID# 141140. Fund 429-Measure C Bond Program.

PREPARED BY: RYAN NG

REVIEWED BY: ALBERT M. MOORE

APPROVED BY: PATRICK SCHMITT

**SUBJECT: APPROVAL OF CHANGES TO THE HEALTH BENEFITS PROVIDED TO MEMBERS OF THE BOARD OF TRUSTEES**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve the proposed changes to Board member health benefits as follows:

Effective July 1, 2017, the District's annual contribution to the premium payments for health benefits (including medical, dental, vision, and prescription) will be increased. The District's contribution for health benefits provided to active employees will be limited at \$11,741 for single coverage, \$22,072 for 2-party coverage, and \$28,270 for 3 or more coverage.

Funding Source/Fiscal Impact

The draft 2017-2018 Tentative Budget includes funding for Board member health benefits.

Reference(s)

Board Policy 2730 – Board Member Health Benefits

Background/Alternatives

The District has proposed health benefits revisions for all its employees to begin in the 2017-18 fiscal year.

**Summary:**

- **Benefits**
  - ✓ Effective July 1, 2017, the District's annual contribution to the premium payments for health benefits (including medical, dental, vision, and prescription) will be increased. The District's contribution for health benefits provided to active employees will be limited at \$11,741 for single coverage, \$22,072 for 2-party coverage, and \$28,270 for 3 or more coverage.

Coordination

The Associate Vice Chancellor of Human Resources (HR) consulted with the Board President and reviewed the proposed changes.

Follow-up/Outcome

Human Resources will coordinate with the Payroll Department and the Chancellor's Office to implement and administer the benefits enhancements.



PREPARED BY: RYAN NG

REVIEWED BY: ALBERT M. MOORE

APPROVED BY: PATRICK SCHMITT

**SUBJECT: RATIFICATION OF THE TENTATIVE AGREEMENT BETWEEN THE WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT (DISTRICT) AND THE WEST VALLEY-MISSION FEDERATION OF TEACHERS/AMERICAN FEDERATION OF TEACHERS, LOCAL 6554 (WVMFT) REGARDING REOPENER NEGOTIATIONS**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees approve the proposed tentative agreement with the West Valley-Mission Federation of Teachers/American Federation of Teachers, Local 6554 (WVMFT) as presented at the June 27, 2017, meeting.

Funding Source/Fiscal Impact

The 2016-2017 Final Budget includes and the 2017-2018 Tentative Budget will include funding for expenditures for the WVMFT as provided in the proposed agreement.

Reference(s)

Collective Bargaining Agreement between WVMFT (formerly ACE) and the District, July 1, 2014-June 30, 2017, and Board Policy 7140: Collective Bargaining.

Background/Alternatives

The District and WVMFT entered into reopener negotiations in March 2016. The District sunshined and held a public hearing on re-openers at the Board of Trustees meetings of December 8, 2015, and March 1, 2016. The WVMFT sunshined and held a public hearing on re-openers at the Board of Trustees meetings of February 2, 2016, and March 1, 2016. The parties bargained over nine sessions without reaching an agreement, and the District submitted a "Last, Best, and Final Offer" to the union on May 10, 2016. In June, the District filed a "Request for Impasse Determination/Appointment of Mediator" to the Public Employment Relations Board (PERB). After several unsuccessful mediation sessions in fall 2016, the parties were certified for fact finding. On March 20 and 27, 2017, the parties appeared before the three-person fact finding panel and presented their positions. The panel facilitated additional negotiations between the parties without

success. The fact finding panel chair concluded the panel's work and submitted a final report and recommendations on May 8, 2017.

The parties agreed to return to the table in the interest of coming to a tentative agreement and met on May 24, 2017, at which time they reached tentative agreement on all open articles.

**Summary of the proposed agreement:**

- **Article 8 – Union Rights:**

- ✓ 8.10: Agreed to changes in the number of collective bargaining agreements that will be provided to the union.
- ✓ 8.11: Revised language to limit the number of times in any year that the union may make changes to the representation/service fee and specified the advance notice period.

- **Article 13 – Compensation:**

- ✓ 13.1:

*2015-2016*

Effective January 1, 2016, the salary schedule will be increased by 2.00%.

*2016-2017*

On July 1, 2016, the salary schedule will be further adjusted to reflect the findings and recommendations of the Classification and Compensation Study, which results in a 2.2% adjustment to the salary schedule.

Once adjusted for the salary study enhancement, the Salary Schedule will be increased by 5%, effective July 1, 2016.

*2017-2018*

On July 1, 2017, the salary schedule will be increased by 5.00%

In exchange for the 5% salary enhancement, the parties will agree to waive any reopeners for 2017-18.

- ✓ 13.6: Agreed to remove references to "television courses."

- **Article 14 – Fringe Benefits:**

- ✓ 14.1: Agreed that immediately following the Board’s adoption of the terms and conditions of the parties’ May 24, 2017, tentative agreement, the District will initiate the process for conversion to the CalPERS medical plans. The parties will work in good faith to facilitate the process with the mutual interest and objective of completing the conversion and initiating coverage effective April 1, 2018.

Under the CalPERS Plans, the District’s annual contribution provided to active employees toward premium costs for health benefits (including medical, dental, vision and prescription) shall be limited to ~~\$10,832~~ \$11,741 for single coverage, ~~\$20,128~~ \$22,072 for 2 party coverage, and ~~\$25,706~~ \$28,270 for 3 or more coverage. Members shall pay any costs beyond the District’s annual contribution for each of these coverages. The District will make available all medical plan options provided by CalPERS.

- ✓ Agreed to language that acknowledges that CalPERS medical plans are subject to change by CalPERS board of directors, and in no way does the District have any influence over its decisions. Discontinuance shall be mutually agreed upon by the District and WVMFT, AFT 6554 and shall meet any and all contractual obligations with CalPERS.
- ✓ Changes were also agreed concerning the language relating to coverage for domestic partners and their dependents.
- ✓ 14.1.1: The District shall provide regular, contract members and their dependents with insurance coverage for medical and prescription drugs (through CalPERS), dental, and vision services. For medical services, each member may choose from the available CalPERS plans.
- ✓ Effective July 1, 2016, Long-term disability insurance will be provided and paid for by the District.
- ✓ 14.1.4: A member may waive medical and prescription drug benefits as specified in Article 14.1.1 if the member provides proof of coverage on another group plan. Any member waiving District benefits shall be paid ~~\$300 per month~~ \$3600 annually, pro-rated over pay periods.
- ✓ 14.2.2: To qualify for post-retirement benefits, the member must... be enrolled in all parts of Medicare for which the member is ~~qualified~~ eligible, or must enroll when the member initially becomes eligible. The retiree must also participate in a Medicare plan offered by CalPERS at age 65.

- ✓ 14.2.3: ~~Medical benefits for retirees shall include a spouse/domestic partner and eligible dependents, or a surviving spouse until such time as the surviving spouse remarries or dies.~~ Medical and dental benefits for retirees shall include an eligible spouse/domestic partner or surviving spouse/ domestic partner, eligible dependents or eligible dependents of domestic partner.
  
- ✓ 14.3.2: At retirement, members hired after January 1, 1994, may elect to continue receiving, at their own cost, District medical (through CalPERS) and/or dental benefits. At age 65 (initial eligibility), retirees must enroll in all parts of Medicare for which they are qualified. The retiree must also participate in any Medicare plans offered by the health plan carrier of choice (example: Kaiser offers Senior Advantage).
  
- **Article 15 – Retirement:**
  - ✓ 15.1: Retirees desiring employment as associate faculty members after retirement ~~may~~ will be granted reemployment preference under the provisions of Article 100 if they have received an ~~an~~ “Exemplary” “Satisfactory” evaluation on their most recent full evaluation prior to retirement or an ~~an~~ “Exemplary” “Satisfactory” evaluation in their last year of full time assignment prior to retirement.
  
- **Article 17 – Load:**
  - ✓ The Load article remains status quo. The current process for rationalizing and regularizing load will continue, with the exception of the following sections:
  
  - ✓ Three hours of paid flex day activities are available for Associate Faculty who choose to attend flex day activities.
  
  - ✓ 17.2: Hours by Arrangement shall be loaded based on the number of faculty contact hours with students with a base of 275
  
  

$$X / 275$$
hour base  
Where X = total hours of assignment during the semester
  
  - ✓ 17.6.2: The Vice President of Instruction’s office at each college will maintain a master course listing for the college that will include all state approved courses, the number of lecture units, lab units and the total load for each course. The master course listing will be digital, accessible, standardized, auditable, and shared with

the WVMFT, AFT 6554 President and designee. The master course listing will be updated annually in accordance with the college's catalog production to reflect any load decisions agreed upon by the Load Committee. The Vice President of Instruction's office at each college will maintain the signed load agreements from the Load Committee. Any changes to the Master Course Listing must be noticed to Contract Administration for information.

- **Article 20 – Organizational Structure:**

- ✓ At the end of the Fall Semester, 2017, the Division Chair positions will be eliminated. The parties agree to negotiate the membership of the Performance Goals Committee. The PGC will function with current membership until spring 2018 and the former article 20.3 (Division Chairs) will sunset on December 31, 2017.
- ✓ Assignment and term of Office: Department Chairs, working collaboratively with designated administrators, will oversee the operations of designated academic areas of the college. Department Chair is an 11-month position for departments and programs that offer summer school courses and a 10 month position for departments and programs that do not offer summer school courses. The term of office is 2 years.
- ✓ Department chair assignments may include one or more disciplines and shall be determined by the Vice President of Instruction based upon recommendation of the department faculty and in consultation with the Division Council based on the size and complexity of the assignment.
- ✓ Each Department Chair shall be given a minimum of 0.20 FTEF reassigned time per semester.
- ✓ 14.0 ~~12.335~~ of FTEF of released/reassigned time shall be distributed for the sole purpose of Department Chairs to Mission College each academic year. 14.0 ~~12.335~~ of FTEF of released/reassigned time shall be distributed for the sole purpose of Department Chairs to West Valley College each academic year.
- ✓ The allocation of reassigned time to specific Department Chairs beyond the minimum 0.20 FTEF shall be determined by the Vice President of Instruction in consultation with the Division Council based on the size and complexity of the department.

- ✓ The District will create a new Division Council made up of one Department Chair and a dean from each division, in consultation with WVMFT, AFT 6554, to provide the consultative role previously provided by Division Chairs.

- **Article 101 – Associate Member Compensation:**

- ✓ 101.1:

*2015-2016*

The Salary Schedule will be increased by 2% retroactive to January 1, 2016.

*2016-2017*

On July 1, 2016, the salary schedule will be further adjusted to reflect the findings and recommendations of the Classification and Compensation Study, which results in a 2.2% adjustment to the salary schedule and an increase in parity to 75.0%

Once adjusted for the salary study enhancement, the Salary Schedule will be increased by 5.00%, effective July 1, 2016.

*2017-2018*

On July 1, 2017, the salary schedule will be increased by 5.00%

In exchange for the 5% salary enhancement, the parties will agree to waive any reopeners for 2017-18.

- **Article 102 – Associate Member Fringe Benefits:**

- ✓ 102.2: (Program Requirements): At the end of each semester, once all of the Requests for Reimbursement forms have been submitted and the eligibility of each applicant verified, each eligible applicant shall be notified that they are to receive payments. At the end of each semester, each eligible member shall receive reimbursement for either (1) the amount of premium representing six months of coverage; or (2) \$1000 whichever is less. If the amount available for reimbursement of paid premiums (~~\$30,000~~ \$40,000 per six months) is not sufficient to meet all the submitted claims, each eligible claimant shall receive an equal prorated share of the ~~\$30,000~~ \$40,000.

- **Article 108 – Associate Member Performance Appraisal:**

- ✓ 108.1: The primary goal of performance appraisal is the improvement of the quality of the educational program. The process should promote professionalism, enhance performance, ~~recognize exemplary performance~~, promote dialog on best practices, and be effective in yielding a genuinely useful and substantive assessment of performance. To achieve this goal, it is necessary to identify, recognize and nurture competence; to identify ~~standard~~ satisfactory performance and ~~indicate areas where improvement is desirable~~; discuss opportunities to strengthen practice; to identify performance that requires improvement; and to identify performance so unsatisfactory that termination may be recommended.
  
- ✓ Also, removed references to the rating of “Exemplary” as it is not used, and to “self-appraisal” as associate faculty are not expected to complete such instruments.

#### Coordination

The Associate Vice Chancellor of Human Resources (HR) and the negotiations team: Vice Chancellor of Administrative Services, HR Specialists, HR Supervisor, and legal counsel, worked with WVMFT to achieve this tentative agreement. WVMFT leadership informed the District that the membership had approved the contract on June 12, 2017.

Increases for prior years will be applied to the 2014-15 salary schedule in the order of their effective date so that subsequent increases build on those of the prior year. As the 2017-18 5.00% increase is on-going, the HR staff will update the WVMFT Salary Schedules (6.3 Attachments A, B, C, D, E, and F) to reflect the agreed-upon increases and will ensure the contract is updated to include all new language.

#### Follow-up/Outcome

Human Resources will coordinate with the WVMFT, Payroll, and District and College management to implement and administer all provisions of the agreement.

**APPENDIX B**

Adopted: May 19, 2015  
 Effective: July 1, 2014  
 7.85% COLA  
 Revised January 1, 2016  
 2% Increase

Human Resources Department  
 WEST VALLEY - MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2015 - 2016 ACADEMIC SALARY SCHEDULE**

<b>Step</b>	<b>Column A</b> AA + required Experience (6 yrs.)	<b>Column B</b> MA; BA + 30; AA + 90	<b>Column C</b> MA + 15; BA + 45	<b>Column D</b> MA + 30; BA + 60	<b>Column E</b> MA + 45; BA + 75	<b>Column F</b> PhD
1	\$54,628	\$56,676	\$58,802	\$61,007	\$63,296	\$64,561
2	\$56,541	\$58,661	\$60,860	\$63,143	\$65,512	\$66,821
3	\$58,519	\$60,713	\$62,991	\$65,353	\$67,803	\$69,160
4	\$60,569	\$62,839	\$65,195	\$67,640	\$70,177	\$71,581
5	\$62,688	\$65,038	\$67,478	\$70,009	\$72,634	\$74,087
6	\$64,882	\$67,314	\$69,839	\$72,459	\$75,175	\$76,679
7	\$67,154	\$69,671	\$72,283	\$74,996	\$77,807	\$79,362
8	\$69,504	\$72,110	\$74,814	\$77,619	\$80,531	\$82,140
9	\$71,936	\$74,634	\$77,431	\$80,336	\$83,349	\$85,016
10	\$74,454	\$77,245	\$80,142	\$83,147	\$86,265	\$87,990
11	\$77,060	\$79,949	\$82,947	\$86,057	\$89,286	\$91,072
12	\$79,756	\$82,749	\$85,849	\$89,069	\$92,409	\$94,257
15	\$82,549	\$85,642	\$88,855	\$92,186	\$95,644	\$97,558
18	\$85,438	\$88,641	\$91,965	\$95,415	\$98,992	\$100,971
21	\$88,428	\$91,744	\$95,182	\$98,753	\$102,456	\$104,504
24			\$98,515	\$102,209	\$106,042	\$108,163
27			\$101,963	\$105,786	\$109,753	\$111,949
30					\$113,594	\$115,867
33					\$117,571	\$119,922
36					\$121,686	\$124,120

- Salary reflects traditional 10 month assignment.
- Column A represents 3.5% greater than the previous step.
- Columns B-E are 3.75% greater than the previous column; Column F is 2% greater than Column E.
- Dollar (\$) amounts are rounded to the nearest dollar.
- Maximum entry: Step 9

HR/blb/6.15.17



## APPENDIX B

Adopted: June 27, 2017  
 Effective: July 1, 2016  
 2.2% Class & Comp Study Results; 12:00 am  
 5% on schedule (Salary Enhancement); 12:01 am

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

## 2016 – 2017 ACADEMIC SALARY SCHEDULE

Step	Column A AA + required Experience (6 yrs.)	Column B MA; BA + 30; AA + 90	Column C MA + 15; BA + 45	Column D MA + 30; BA + 60	Column E MA + 45; BA + 75	Column F PhD
1	\$58,622	\$60,819	\$63,101	\$65,466	\$67,923	\$69,280
2	\$60,674	\$62,950	\$65,309	\$67,759	\$70,301	\$71,706
3	\$62,796	\$65,151	\$67,596	\$70,131	\$72,760	\$74,216
4	\$64,997	\$67,432	\$69,960	\$72,584	\$75,307	\$76,814
5	\$67,270	\$69,792	\$72,411	\$75,126	\$77,944	\$79,503
6	\$69,624	\$72,235	\$74,944	\$77,756	\$80,670	\$82,284
7	\$72,063	\$74,764	\$77,567	\$80,478	\$83,495	\$85,163
8	\$74,585	\$77,381	\$80,283	\$83,293	\$86,418	\$88,144
9	\$77,195	\$80,090	\$83,091	\$86,208	\$89,442	\$91,230
10	\$79,897	\$82,891	\$86,000	\$89,225	\$92,571	\$94,422
11	\$82,693	\$85,793	\$89,011	\$92,348	\$95,813	\$97,730
12	\$85,587	\$88,797	\$92,125	\$95,580	\$99,164	\$101,148
15	\$88,583	\$91,902	\$95,351	\$98,925	\$102,635	\$104,689
18	\$91,684	\$95,121	\$98,687	\$102,390	\$106,229	\$108,352
21	\$94,892	\$98,450	\$102,140	\$105,972	\$109,946	\$112,143
24			\$105,716	\$109,681	\$113,794	\$116,070
27			\$109,416	\$113,519	\$117,776	\$120,133
30					\$121,898	\$124,337
33					\$126,166	\$128,688
36					\$130,581	\$133,194

- Salary reflects traditional 10 month assignment.
- Column A represents 3.5% greater than the previous step.
- Columns B-E are 3.75% greater than the previous column; Column F is 2% greater than Column E.
- Dollar (\$) amounts are rounded to the nearest dollar.
- Maximum entry: Step 9

HR/blb/6.15.17

**APPENDIX B**

Adopted: June 27, 2017  
 Effective: July 1, 2017  
 5% Increase on schedule (Salary Enhancement)

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2017 – 2018 ACADEMIC SALARY SCHEDULE**

<b>Step</b>	<b>Column A</b> AA + required Experience (6 yrs.)	<b>Column B</b> MA; BA + 30; AA + 90	<b>Column C</b> MA + 15; BA + 45	<b>Column D</b> MA + 30; BA + 60	<b>Column E</b> MA + 45; BA + 75	<b>Column F</b> PhD
1	\$61,553	\$63,860	\$66,256	\$68,739	\$71,319	\$72,744
2	\$63,708	\$66,098	\$68,574	\$71,147	\$73,816	\$75,291
3	\$65,936	\$68,409	\$70,976	\$73,638	\$76,398	\$77,927
4	\$68,247	\$70,804	\$73,458	\$76,213	\$79,072	\$80,655
5	\$70,634	\$73,282	\$76,032	\$78,882	\$81,841	\$83,478
6	\$73,105	\$75,847	\$78,691	\$81,644	\$84,704	\$86,398
7	\$75,666	\$78,502	\$81,445	\$84,502	\$87,670	\$89,421
8	\$78,314	\$81,250	\$84,297	\$87,458	\$90,739	\$92,551
9	\$81,055	\$84,095	\$87,246	\$90,518	\$93,914	\$95,792
10	\$83,892	\$87,036	\$90,300	\$93,686	\$97,200	\$99,143
11	\$86,828	\$90,083	\$93,462	\$96,965	\$100,604	\$102,617
12	\$89,866	\$93,237	\$96,731	\$100,359	\$104,122	\$106,205
15	\$93,012	\$96,497	\$100,119	\$103,871	\$107,767	\$109,923
18	\$96,268	\$99,877	\$103,621	\$107,510	\$111,540	\$113,770
21	\$99,637	\$103,373	\$107,247	\$111,271	\$115,443	\$117,750
24			\$111,002	\$115,165	\$119,484	\$121,874
27			\$114,887	\$119,195	\$123,665	\$126,140
30					\$127,993	\$130,554
33					\$132,474	\$135,122
36					\$137,110	\$139,854

- Salary reflects traditional 10 month assignment.
- Column A represents 3.5% greater than the previous step.
- Columns B-E are 3.75% greater than the previous column; Column F is 2% greater than Column E.
- Dollar (\$) amounts are rounded to the nearest dollar.
- Maximum entry: Step 9

HR/blb/6.15.17

Adopted: May 19, 2015  
 Effective: July 1, 2014  
 7.85% COLA  
 Revised January 1, 2016  
 2% Increase

**SCHEDULE A**

Human Resources Department  
 WEST VALLEY - MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2015 - 2016 ASSOCIATE FACULTY SALARY SCHEDULE  
 (INSTRUCTIONAL)**

*Instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on this schedule or may choose to bank the overload.*

**LOAD BASED**

	<b>Lecture and Lab Load Rate</b>
Step 1	\$ 20,970
Step 2	\$ 21,704
Step 3	\$ 22,464
Step 4	\$ 23,250
Step 5	\$ 24,064
Step 6	\$ 24,906
Step 7	\$ 25,778
Step 8	\$ 26,680
Step 9	\$ 27,614
Step 10	\$ 28,580
Step 11	\$ 29,580
Step 12	\$ 30,616
Step 15*	\$ 31,687
Step 18*	\$ 32,796
Step 21*	\$ 33,944

*\*For placement on these steps, refer to Appendix BB.*

1. Salary based on 1.0 load (one semester).
2. Includes office hours of thirty (30) minutes per section and participation in associate faculty orientation.
3. Step 1 reflects 75% of Column B of regular academic salary schedule divided by 2 (semesters).
4. Each step (2-21) is 3.5% greater than the previous step.
5. Maximum entry: Step 6.

Adopted: May 19, 2015  
 Effective: July 1, 2014  
 7.85% COLA  
 Revised January 1, 2016  
 2% Increase

## SCHEDULE C

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

### 2015 – 2016 ASSOCIATE FACULTY HOURLY SALARY SCHEDULE

*Non-instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on an hourly basis on this schedule or may choose to bank the overload. Members who perform duties outside their normal professional responsibilities or not encompassed in their job descriptions may be paid on this Schedule's Column F. The member may not bank this overload. Members substituting for an absent member for compensation shall be paid on this schedule.*

#### HOURLY RATES

Step	Column A Lecture 16.4	Column B Lab 19.7	Column C Lab 21.9	Column D Lab 23	Column E Lab 26.3	Column F Non-Instructional <sup>1</sup> 32.8*
1	\$79.42	\$66.12	\$59.47	\$56.63	\$49.52	\$39.71
2	\$82.20	\$68.43	\$61.56	\$58.61	\$51.26	\$41.10
3	\$85.08	\$70.83	\$63.71	\$60.66	\$53.05	\$42.54
4	\$88.05	\$73.30	\$65.94	\$62.79	\$54.91	\$44.03
5	\$91.14	\$75.87	\$68.25	\$64.98	\$56.83	\$45.57
6	\$94.33	\$78.53	\$70.64	\$67.26	\$58.82	\$47.16
7	\$97.63	\$81.27	\$73.11	\$69.61	\$60.88	\$48.81
8	\$101.05	\$84.12	\$75.67	\$72.05	\$63.01	\$50.52
9	\$104.58	\$87.06	\$78.32	\$74.57	\$65.21	\$52.29
10	\$108.24	\$90.11	\$81.06	\$77.18	\$67.50	\$54.12
11	\$112.03	\$93.26	\$83.89	\$79.88	\$69.86	\$56.01
12	\$115.95	\$96.53	\$86.83	\$82.68	\$72.30	\$57.98
15*	\$120.01	\$99.91	\$89.87	\$85.57	\$74.83	\$60.00
18*	\$124.21	\$103.40	\$93.01	\$88.57	\$77.45	\$62.10
21*	\$128.56	\$107.02	\$96.27	\$91.67	\$80.16	\$64.28

<sup>1</sup> For placement on these steps, refer to Appendix BB.

1. Salary based on 1.0 load (one semester).
2. Step 1 reflects Step 1 of Schedule A of the Part-Time salary schedule; Columns A - F equals Step 1 of Schedule A, divided by the lecture / lab load as noted above divided by 16.1 weeks.
3. Each step is 3.5% greater than the previous step.
4. Column F represents non-instructional faculty (Counselors, Librarians, and Lab Faculty)
5. Maximum entry: Step 6.

HR/blb/6.15.17

Adopted: June 27, 2017  
 Effective: July 1, 2016, Parity from 74% to 75%  
 2.2% Class & Comp Study Results; 12:00 am  
 5% on schedule (Salary Enhancement); 12:01 am

**SCHEDULE A**

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2016 – 2017 ASSOCIATE FACULTY SALARY SCHEDULE  
 (INSTRUCTIONAL)**

*Instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on this schedule or may choose to bank the overload.*

**LOAD BASED**

	<b>Lecture and Lab Load Rate</b>
Step 1	\$ 22,807
Step 2	\$ 23,605
Step 3	\$ 24,432
Step 4	\$ 25,287
Step 5	\$ 26,172
Step 6	\$ 27,088
Step 7	\$ 28,036
Step 8	\$ 29,017
Step 9	\$ 30,033
Step 10	\$ 31,084
Step 11	\$ 32,172
Step 12	\$ 33,298
Step 15*	\$ 34,463
Step 18*	\$ 35,669
Step 21*	\$ 36,918

*\*For placement on these steps, refer to Appendix BB.*

1. Salary based on 1.0 load (one semester).
2. Includes office hours of thirty (30) minutes per section and participation in associate faculty orientation.
3. Step 1 reflects 75% of Column B of regular academic salary schedule divided by 2 (semesters).
4. Each step (2-21) is 3.5% greater than the previous step.
5. Maximum entry: Step 6.

HR/blb/6.15.17

Adopted: June 27, 2017  
 Effective: July 1, 2016, Parity from 74% to 75%  
 2.2% Class & Comp Study Results; 12:00 am  
 5% on schedule (Salary Enhancement); 12:01 am

## SCHEDULE C

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

### 2016 – 2017 ASSOCIATE FACULTY HOURLY SALARY SCHEDULE

*Non-instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on an hourly basis on this schedule or may choose to bank the overload. Members who perform duties outside their normal professional responsibilities or not encompassed in their job descriptions may be paid on this Schedule's Column F. The member may not bank this overload. Members substituting for an absent member for compensation shall be paid on this schedule.*

#### HOURLY RATES

Step	Column A Lecture 16.4	Column B Lab 19.7	Column C Lab 21.9	Column D Lab 23	Column E Lab 26.3	Column F Non-Instructional <sup>1</sup> 32.8*
1	\$86.38	\$71.91	\$64.68	\$61.59	\$53.86	\$43.19
2	\$89.40	\$74.42	\$66.95	\$63.75	\$55.75	\$44.70
3	\$92.53	\$77.03	\$69.29	\$65.98	\$57.70	\$46.26
4	\$95.77	\$79.73	\$71.72	\$68.29	\$59.72	\$47.88
5	\$99.12	\$82.52	\$74.23	\$70.68	\$61.81	\$49.56
6	\$102.59	\$85.40	\$76.82	\$73.15	\$63.97	\$51.29
7	\$106.18	\$88.39	\$79.51	\$75.71	\$66.21	\$53.09
8	\$109.90	\$91.49	\$82.30	\$78.36	\$68.53	\$54.95
9	\$113.74	\$94.69	\$85.18	\$81.10	\$70.93	\$56.87
10	\$117.72	\$98.00	\$88.16	\$83.94	\$73.41	\$58.86
11	\$121.85	\$101.43	\$91.24	\$86.88	\$75.98	\$60.92
12	\$126.11	\$104.98	\$94.44	\$89.92	\$78.64	\$63.05
15*	\$130.52	\$108.66	\$97.74	\$93.07	\$81.39	\$65.26
18*	\$135.09	\$112.46	\$101.16	\$96.32	\$84.24	\$67.54
21*	\$139.82	\$116.40	\$104.70	\$99.70	\$87.19	\$69.91

<sup>1</sup> For placement on these steps, refer to Appendix BB.

1. Salary based on 1.0 load (one semester).
2. Step 1 reflects Step 1 of Schedule A of the Part-Time salary schedule; Columns A - F equals Step 1 of Schedule A, divided by the lecture / lab load as noted above divided by 16.1 weeks.
3. Each step is 3.5% greater than the previous step.
4. Column F represents non-instructional faculty (Counselors, Librarians, and Lab Faculty)
5. Maximum entry: Step 6.

HR/bib/6.15.17

**SCHEDULE A**

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2017 – 2018 ASSOCIATE FACULTY SALARY SCHEDULE  
 (INSTRUCTIONAL)**

*Instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on this schedule or may choose to bank the overload.*

**LOAD BASED**

	<b>Lecture and Lab Load Rate</b>
Step 1	\$ 23,948
Step 2	\$ 24,786
Step 3	\$ 25,653
Step 4	\$ 26,551
Step 5	\$ 27,480
Step 6	\$ 28,442
Step 7	\$ 29,438
Step 8	\$ 30,468
Step 9	\$ 31,534
Step 10	\$ 32,638
Step 11	\$ 33,780
Step 12	\$ 34,963
Step 15*	\$ 36,186
Step 18*	\$ 37,453
Step 21*	\$ 38,764

*\*For placement on these steps, refer to Appendix BB.*

1. Salary based on 1.0 load (one semester).
2. Includes office hours of thirty (30) minutes per section and participation in associate faculty orientation.
3. Step 1 reflects 75% of Column B of regular academic salary schedule divided by 2 (semesters).
4. Each step (2-21) is 3.5% greater than the previous step.
5. Maximum entry: Step 6.

**SCHEDULE C**

Human Resources Department  
 WEST VALLEY – MISSION COMMUNITY COLLEGE DISTRICT  
 14000 Fruitvale Avenue, Saratoga, CA 95070

**2017 – 2018 ASSOCIATE FACULTY HOURLY SALARY SCHEDULE**

*Non-instructional faculty who perform duties over and beyond their normal workday or work year within their normal professional responsibilities or encompassed in their job descriptions may be paid on an hourly basis on this schedule or may choose to bank the overload. Members who perform duties outside their normal professional responsibilities or not encompassed in their job descriptions may be paid on this Schedule's Column F. The member may not bank this overload. Members substituting for an absent member for compensation shall be paid on this schedule.*

**HOURLY RATES**

	<b>Column A</b>	<b>Column B</b>	<b>Column C</b>	<b>Column D</b>	<b>Column E</b>	<b>Column F</b> Non-Instructional <sup>1</sup>
<b>Step</b>	Lecture 16.4	Lab 19.7	Lab 21.9	Lab 23	Lab 26.3	32.8*
1	\$90.70	\$75.51	\$67.92	\$64.67	\$56.56	\$45.35
2	\$93.87	\$78.15	\$70.30	\$66.94	\$58.54	\$46.94
3	\$97.16	\$80.88	\$72.76	\$69.28	\$60.59	\$48.58
4	\$100.56	\$83.71	\$75.30	\$71.70	\$62.71	\$50.28
5	\$104.08	\$86.64	\$77.94	\$74.21	\$64.90	\$52.04
6	\$107.72	\$89.68	\$80.67	\$76.81	\$67.17	\$53.86
7	\$111.49	\$92.82	\$83.49	\$79.50	\$69.52	\$55.75
8	\$115.39	\$96.06	\$86.41	\$82.28	\$71.96	\$57.70
9	\$119.43	\$99.43	\$89.44	\$85.16	\$74.47	\$59.72
10	\$123.61	\$102.91	\$92.57	\$88.14	\$77.08	\$61.81
11	\$127.94	\$106.51	\$95.81	\$91.23	\$79.78	\$63.97
12	\$132.42	\$110.24	\$99.16	\$94.42	\$82.57	\$66.21
15*	\$137.05	\$114.09	\$102.63	\$97.72	\$85.46	\$68.53
18*	\$141.85	\$118.09	\$106.22	\$101.14	\$88.45	\$70.92
21*	\$146.81	\$122.22	\$109.94	\$104.68	\$91.55	\$73.41

<sup>1</sup> For placement on these steps, refer to Appendix BB.

- Salary based on 1.0 load (one semester).
- Step 1 reflects Step 1 of Schedule A of the Part-Time salary schedule; Columns A - F equals Step 1 of Schedule A, divided by the lecture / lab load as noted above divided by 16.1 weeks.
- Each step is 3.5% greater than the previous step.
- Column F represents non-instructional faculty (Counselors, Librarians, and Lab Faculty)
- Maximum entry: Step 6.

HR/bib/6.15.17



ITEM 7.1  
JUNE 27, 2017  
ACTION ITEM

PREPARED BY: NGOC CHIM AND  
SUSIE MCDONNELL

REVIEWED BY: ED MADULI

APPROVED BY: PATRICK SCHMITT

**SUBJECT: 2017/2018 TENTATIVE BUDGET**

**CHANCELLOR'S RECOMMENDATION:**

That the Board of Trustees adopt the 2017/2018 Tentative Budget and set September 5, 2017, as the date for a public hearing and adoption of the Final Budget for 2017/2018.

Funding Source/Fiscal Impact

The Tentative Budget is the fiscal plan for the Fiscal Year 2017/2018.

Reference(s)

Section 58305, Title 5, California Code of Regulations, requires a Tentative Budget be adopted by July 1 of each year. This section also requires that the date for the public hearing for discussion of the Final Budget be declared.

Background/Alternatives

The Final Budget will be different than the Tentative Budget. Known key variables that can significantly affect the Budget as it moves from Tentative to Final are the following:

1. Final action on the State Budget
2. Results of contract negotiations
3. Unaudited Ending Balance for FY 16/17
4. Summer session FTES
5. Final district-wide fixed costs

The Executive Summary of the Tentative Budget provides details about the significant items that affect the budget.

Coordination

The Tentative Budget has been discussed with the Fiscal Workgroup, District Council, and the Audit and Budget Oversight Committee (ABOC).

Follow-up/Outcome

The Final Budget will be distributed for inspection by the public not less than three days prior to the date of the public hearing. In accordance with Section 58301, Title 5, California Code of Regulations, a public notice will be made in a newspaper of general circulation identifying the locations where the proposed Final Budget will be available for public inspection. This notice will be filed not less than three days prior to the date that the document will be available for inspection.