Agreement Between the

HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES

and the

FACULTY UNITED SERVICE ASSOCIATION
An affiliate of the
United Faculty of Florida,
Florida Education Association
National Education Association
and the
American Federation of Teachers
(AFL-CIO)

August 20, 2007 to the beginning of the 2010-2011 academic year
as set forth in Section 4.1, Duration

(Amended October 21, 2008)
6.20 – Enhancement of Professional Skills

A full-time faculty member successfully completing university courses will be awarded an academic stipend of $200.00 per semester hour for undergraduate courses and $300.00 per semester hour for graduate courses, not to exceed six (6) semester hours per academic term. In order to qualify for this stipend, the faculty member must have completed course work approved by the Office of the Vice President for Academic Affairs and must have earned a grade of S or C or better in undergraduate level courses or S or B or better in graduate level courses. Course work should be designed to enhance professional skills and/or teaching abilities.

A faculty member may also attend approved seminars or workshops that are required for certification within the faculty member’s discipline or are within an area where the College desires additional certification/training. The faculty member will be advised of the amount of approved reimbursement prior to attending; unless prior approval of the amount is obtained, no reimbursement will be made. The faculty member must provide verification of seminar/workshop attendance to qualify for reimbursement. The reimbursement may, at the College’s option, come from tuition reimbursement or FSPD.

The cost of approved applications may not exceed expenditure by the College of $49,000 per academic year. No more than 60 percent of the total allocation may be awarded during the Fall Term. A faculty member shall submit an application to the Office of the Vice President for Academic Affairs. The application must be received at least fifteen (15) working days prior to the beginning of the term in which he will be registered.

Applications submitted by faculty working to meet the minimum certification requirements made necessary by changes effected by the relevant accrediting agency(ies) will have priority over all other applications.

Applications submitted by tenured faculty members seeking higher degrees will be given second priority.

Applications submitted by tenured faculty members seeking to enhance or extend current skills will be given third priority.

Applications submitted by non-tenured faculty members seeking higher degrees will have fourth priority.

Applications submitted by non-tenured faculty seeking to enhance or extend current skills will be given last priority.

Monies available under Section 6.17 will not be used for faculty development hours under Section 6.16.

When circumstances force a faculty member to change an approved course, he may adjust his application by submitting a new course for approval by the Vice President for Academic Affairs.

This provision is not applicable to a faculty member on an approved Sabbatical Leave of Absence from the College.
ARTICLE 14
ECONOMICS

14.1 – Initial Placement in Salary Range

A. A faculty member shall meet the minimum qualifications established for a position which may include a Bachelor’s degree, Master’s degree, Master’s plus thirty (30) semester hours or an earned Doctorate degree from a regionally accredited college or university or international equivalent as verified by a credentialing agency approved by the College.

B. Each faculty member shall be assigned to one of the following salary grades which will determine the individual’s salary level:

<table>
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<tr>
<th>Salary Grade</th>
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<tbody>
<tr>
<td>Grade III</td>
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<tr>
<td>Grade II</td>
</tr>
<tr>
<td>Grade II +</td>
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<tr>
<td>Grade I</td>
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The minimum criteria for each salary grade will be as follows:

1. Grade III – the faculty member shall have met criteria for a Bachelor’s degree plus college faculty experience.

2. Grade II – the faculty member shall have met criteria for a Master’s degree with a minimum of eighteen (18) semester hours in the field.

3. Grade II + – the faculty member shall have met criteria for a Master’s degree plus thirty (30) semester hours in his teaching field or in a second teaching, librarian, or counseling field in excess of the Master’s degree.

4. Grade I – the faculty member shall have met criteria for a Doctorate degree in major field.

C. A new faculty member (including full-time temporary, grant-funded faculty, and non grant-funded) may be paid above the minimum salary grade for prior experience as hereinafter provided. The prior experience must be relevant teaching, librarian or counselor experience. The amount of pay above minimum shall be approved by the Human Resources Executive Director, provided entry pay cannot exceed 10% of the minimum for the salary grade under Section 14.2. Except as permitted in paragraph E below, the President may authorize up to 20% above the minimum.

D. A new faculty member (including full-time temporary, grant-funded faculty, and non grant-funded) with relevant, directly related teaching or
non-teaching experience in instructional, technical or vocational fields, in business, libraries, counseling, or in the Armed Forces may be paid above the minimum for prior experience as defined hereinafter. Relevant, related teaching or non-teaching experience is defined as work experience as instructor or at the journeyman, technician engineer or trained employee level in the field for which hired. The amount of pay above minimum shall be determined by the Human Resources Director, provided that it cannot exceed 10% above the minimum for the salary grade under Section 14.2. The Administration will determine credit to be received.

E. When qualified faculty members cannot be obtained because of the College’s inability to match prevailing salaries of private or public entities, the College President may authorize additional compensation in each of the above grades.

14.2 – Salary Range

A. Salary Grades

A faculty member shall be assigned to the appropriate salary grade based on Section 14.1. The faculty salary range on the Basic Year Contract, beginning with the commencement of the Fall Term or the date of ratification of this contract, whichever is later, will be as follows:

<table>
<thead>
<tr>
<th>FACULTY SALARY RANGE</th>
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<tbody>
<tr>
<td>2008-2009 Academic Year</td>
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<tr>
<td>Salary Grade</td>
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<tr>
<td>III</td>
</tr>
<tr>
<td>II</td>
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<tr>
<td>II +</td>
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<td>I</td>
</tr>
</tbody>
</table>

B. For the 2008-2009 academic year, each faculty member will receive a 3% pay increase, not to exceed the maximum for the salary grade as set forth above. In the event the 3% increase exceeds the maximum, a lump sum payment equal to the amount in excess of the maximum shall be paid in November, 2008. The across-the-board base salary increase of 3%, a total increase of $530,040.00, will be retroactive to the beginning of the 2008-2009 academic year.

C. There shall be a reopener for the 2009-2010 academic year.
14.3 – Promotions

A. Criteria – For the term of this Agreement, a faculty member who meets the minimum qualifications approved by the Board and who meets the following criteria shall be promoted to a higher salary grade:

1. The faculty member must obtain the specified number of identified college credits from an accredited college or university or international equivalent as verified by a credentialing agency approved by the College.

2. For an instructional faculty member, the credits must be earned in those areas in which a faculty member is qualified to teach; in a second teaching, librarian, or counseling field; or in those areas directly related to or which enhance classroom instruction.

3. For a librarian or counselor faculty member, the credits must be directly related to the faculty member’s field; in a second teaching, librarian, or counseling field; or in those areas directly related to or which enhance classroom instruction.

It shall be the responsibility of the faculty member to notify the Administration regarding the earning of additional credits.

B. Master’s + 30 Graduate Credits – A Master’s + 30 pay grade will be awarded to a faculty member who has earned at least thirty (30) semester hours of upper division or graduate credits in his field; in a second teaching, librarian, counseling field; or in those areas directly related to or which enhance classroom instruction since the date of conferral of the first Master’s degree. No faculty member shall be granted retroactive pay for credits towards an earned Master’s + 30. Master’s + 30 status granted prior to ratification of this Agreement will remain in effect.

C. Compensation for Promotion – A faculty member shall receive compensation for promotion to a higher salary grade at the same rate as the lowest paid employee in the higher salary grade with the same number of years of faculty service with the College, or at 6% above the employee’s current salary, whichever is higher.

This salary increase and the promotion to a higher salary grade shall be effective at the beginning of the next academic term in which a faculty
member applied for a promotion presenting the documentation of the
credits earned.

14.4 – Overload Compensation

For an overload assignment awarded in accordance with Article 8, Sections 8.3, 8.4 and 8.5, a faculty member shall receive $65.00, retroactive to the beginning of the 2008-2009 academic year, per overload point for teaching overloads (except as otherwise provided for accredited Health Science Programs).

14.5 – Program Manager and Coach Compensation

A. A faculty member will be compensated for performing the basic duties of a Program Manager per term as follows:

1. Instructional Program Manager

   30 release points plus $1,700 per Fall and Spring Term and $850 per seven-week Summer Session (or $1,700 if Summer Sessions are combined into a single fourteen (14) week term. If the session is more than seven (7) weeks but less than fourteen (14) weeks, the $1,700 will be prorated).

   At the discretion of the Dean if two seven (7) week terms are taught during the Summer, a second summer session contract of seven (7) weeks may be offered to the Program Manager.

2. Librarian or Counselor Program Manager

   7.5 hours release time per week from normal duties to perform the on-campus duties of Program Manager plus $1,700 for Fall and Spring Terms. Summer Session $850 per seven (7) week Summer Session (or $1,700 if Summer Sessions are combined into a single fourteen (14) week term. If the session is more than seven (7) weeks but less than fourteen (14) weeks, the $1,700 will be prorated).

   At the discretion of the Dean, if two seven (7) week Summer Sessions are available, a second summer session contract of seven (7) weeks may be offered to the Program Manager.

B. The extra compensation will be paid with the regular bi-weekly paycheck once the system is able to do so.

C. Other Responsibilities

   A faculty member may enter into a supplemental activity agreement with the Administration for services outside of his contractual duties for the College at a compensatory rate which is mutually agreed upon between the faculty member and the Administration.
D. Coaching Responsibilities

The faculty member who serves as an Interscholastic Coach for the College will be compensated with 50% release time for each of the Fall and Spring Terms during which the faculty member serves as a coach.

E. A collaborative task force shall be formed in 2008-2009 to address program manager duties which will be presented as part of the 2009-2010 reopener.

14.6 – Substitute Teaching

In accordance with Article 8.7, for a substitute teaching assignment for up to and including two consecutive weeks, the faculty member shall be paid at the rate of twenty dollars ($20) per contact hour. Compensation for a substitute teaching assignment in excess of two consecutive weeks shall be paid at the established instructional overload rate prorated over the number of class meetings and retroactive to the first day of substitution.

14.7 – Professional Conference

The College will encourage each faculty member to attend professional conferences. If a faculty member’s request to attend a professional conference is approved, a faculty member will be reimbursed to the full extent allowed by the laws of the State of Florida for the expenses incurred.