

**COLLECTIVE BARGAINING  
AGREEMENT**

**BETWEEN**

**THE BOARD OF REGENTS FOR  
HIGHER EDUCATION**

**AND**

**THE CONGRESS OF CONNECTICUT  
COMMUNITY COLLEGES**

**AND**

**AFSCME, LOCAL 2480, COUNCIL 4**

**2016-2021**

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## **PREAMBLE**

The intent of both parties in carrying out their responsibilities is to promote the quality and effectiveness of education in the Connecticut Community College System.<sup>1</sup> This objective is best accomplished by a good faith cooperative and collegial relationship in the System and on each campus. The parties also recognize the value of productive engagement between professional staff members and students, which is a hallmark of the community college system. Professional staff members are encouraged to continue their efforts in this area. This preamble is a statement of intent and is not subject to grievance and arbitration.

Agreement, made and entered into this 1<sup>st</sup> day of July 2016 by and between a coalition composed of the Congress of Connecticut Community Colleges (“the Congress”) and Local 2480, Council 4, A.F.S.C.M.E., AFL-CIO (“AFSCME”), hereinafter referred to as “the Union”, and the Board of Regents for Higher Education and the State of Connecticut, hereinafter referred to as “the Board” or “the employer.”

## **ARTICLE I RECOGNITION**

For the duration of this Agreement, the Board recognizes the Union as the joint, exclusive bargaining agent with respect to all non-faculty professional employees presently or hereafter employed by the Board at its five merged colleges to the extent such employees are set forth in the certifications issued by the Connecticut State Board of Labor Relations in Case No. SE-3259 on December 17, 1975 and the Recognition Agreement in Case No. SE-3259 issued on January 28, 1975, Case No. SE-4669 issued on November 3, 1978, Case No. SE-8181 issued on December 4, 1984 and Case No. SE-5490, Decision No. 1940, and such positions as have and may subsequently be agreed to by the Board and the Union. These certifications are for a unit of employees working twenty (20) or more hours per week.

The Board will deal with the Union in accordance with the Procedures for Administration attached hereto as Appendix B.

## **ARTICLE II EMPLOYEE RIGHTS**

### **Section 1. Collective Bargaining Rights**

The Board will not discriminate, interfere, restrain or coerce professional staff members in the bargaining unit or in any way infringe upon their rights pursuant to Sections 5-270 et seq. of the Connecticut General Statutes. The Union shall represent all professional staff members in the bargaining unit without discrimination, interference, restraint or coercion, or in any way infringing upon their rights pursuant to Sections 5-270 et seq. of the Connecticut General Statutes.

\* The Board agrees to provide all new bargaining unit members with the Procedures

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<sup>1</sup> Reference in this Agreement to “the Community Colleges” or “the Community College System” shall be the equivalent of a reference to the Board of Regents for Higher Education

for Administration attached hereto as Appendix B. Within thirty (30) days after the execution of this Agreement, and on a quarterly basis thereafter, the Board shall provide the Union a list of all employees in the bargaining unit, which shall include the name, address, date of hire, the position held, and the college. Names and addresses of new hires will be provided to Chapter presidents/chairs as soon as reasonably possible.

The Board and the Union agree to furnish all information relevant and necessary to administer the Agreement or to engage in collective bargaining.

## Section 2. Nondiscrimination

The Board and the Congress shall continue their policy of not discriminating against any member of the bargaining unit on the basis of race, color, religious creed, national origin, ancestry, sex (including sexual harassment), sexual orientation, age, marital status, political affiliation, or present or past history of mental disorder, developmental disability, learning disability or physical disability, criminal record, or opposition to discrimination, as required by any federal or Connecticut statute or regulations pursuant thereto. The Board and the Congress agree not to discriminate against bargaining unit members based upon membership or fee paying status in any union representing employees of the Board of Regents.

The parties acknowledge their mutual support of the concept of affirmative action. In the event that a problem arises between the parties concerning affirmative action, it may be raised at a meeting between the union and representatives of the Board but not through the grievance and arbitration provisions of this Agreement.

## Section 3. Gender

All references to bargaining unit members in the Agreement designate both sexes, and whenever gender is specified it shall be construed to include male, female, transgender, non-conforming, and non-binary employees.

## Section 4. Domestic Partners

Wherever the term “spouse” is used in this Agreement, it shall also mean domestic partner. A “domestic partner” is a person who has qualified for domestic partnership benefits under the pension and health care agreement between the State and SEBAC.

### **ARTICLE III RIGHTS OF THE BOARD OF REGENTS**

Except as otherwise limited by an express provision of this Agreement, the Board reserves and retains, whether exercised or not, all the lawful and customary rights, powers, and prerogatives of public management. Such rights include but are not limited to: establishing standards of performance of its employees; determining the mission of the System and the methods and means necessary to fulfill that mission, including the discontinuation of services, positions, or programs in whole or in part; the determination of the content of job classifications; the appointment, promotion, and transfer of personnel; determining educational policy, programs and courses; directing employees and determining professional assignments; the suspension, demotion, discharge or any other appropriate action against its employees; the relief from duty of its employees because of lack of work or for other legitimate reasons; the establishment of regulations not inconsistent with this Agreement; and the taking of all necessary actions to carry out its mission in emergencies.

### **ARTICLE IV RIGHTS OF THE UNION**

#### **Section 1. Union Leave**

##### **A. Release Time**

Reasonable release time for attending bargaining sessions shall be given to the permanent members of the Union's bargaining committee.

Reasonable release time shall be given to the aggrieved employee(s) and/or campus representative at each college for the purpose of attending meetings with the employer under Level One of the grievance procedure. Reasonable release time shall be given to the aggrieved employee(s) and/or the Union's chairman (or designee) for the purpose of attending meetings with the employer under Level Two of the grievance procedure.

Effective July 1, 2017, the Union shall be afforded 20% release time for its President or his/her designee to conduct business of the union.

##### **B. Attendance at Conventions**

Upon twenty-one (21) days notice to the Board, one (1) Union delegate to the Annual State Labor Council Convention shall be given three (3) days' release time to attend such convention.

Upon twenty-one (21) days' notice to the Board, one (1) Union delegate to the biennial International A.F.S.C.M.E. Convention shall be given five (5) days' release time to attend such convention.

Except in exceptional circumstances, three (3) working days' prior written notice shall be given to the appropriate management representative when released time is to be utilized. Said notice should include a method of contacting the individual.

##### **C. Leaves of Absence for Union Assignments**

The Board of Regents may grant leaves of absence without pay in accordance with the provisions of Article XIX, Section 1 of this Agreement to permit Union assignees to pursue assigned union tasks. Such leaves of absence may be full or part-time, but in total may not exceed two full-time equivalent assignments per fiscal year for the System. Upon return from such leave, the employees shall have the right to purchase back retirement credits for the period of the leave, provided that the employee or the union shall pay the State's contribution for the period of the leave.

The person seeking the leave will apply to the college President. The President will in turn forward the request to the Board, with a statement which indicates the effect of the leave on educational offerings and/or college services to students and includes a recommendation. Such a request must be made three (3) months prior to the opening of a semester and shall not be unreasonably denied.

## Section 2. Chapter Meetings

The Union shall have the right to schedule one (1) regular and one (1) emergency Union chapter meeting per month during normal operating hours at a college at times mutually agreeable to the college President and the union. Subject to the operating needs of the college, non-teaching professional staff members shall be allowed to rearrange their schedules to attend such meetings provided, however, that the revised work schedule be approved by the appropriate management representative. Individuals shall not be required to reschedule mutually agreed upon time periods spent in such meetings provided that their work responsibilities are fulfilled. Normal college procedures will be followed in scheduling available space.

## Section 3. Meetings of the Board

For each regular or special public meeting of the Board of Regents, a copy of the agenda will be mailed to the President of the Union at the same time it is mailed to members of the Board. In addition, a copy will be made available to each library by the college President's office, preferably within a day of receipt. Should the Union wish to have a specific matter placed on the agenda of a Board meeting, the President of the Union shall request such of the Board of Regents. The President of the Connecticut State Colleges and Universities shall provide the President of the Union with written notification of the Board's disposition of the request no later than seven (7) calendar days after receipt of such request. The President of the Union or his/her designee may request the privilege of speaking at Board meetings in accordance with Board bylaws and rules as they may be amended. The Board shall also provide to the President of the Union a copy of the official minutes of its meetings.

## Section 4. Use of Facilities

AFSCME and its duly authorized representatives shall be permitted to confer and transact official AFSCME business on college property and to use college facilities for meetings and other official business, subject to standard and reasonable rules established by the Board and provided that there is no interference with the instructional program and other operations of the college or the duties of staff members as employees.

No charge shall be made for use of facilities by AFSCME provided that there is no cost to the college for such usage. If costs are incurred, they will be borne by AFSCME.

The use of facilities does not include the use of equipment, machines, materials, supplies or similar items, or personal services. The foregoing notwithstanding, copy machines, if such are available at the college, may be used for local chapter purposes only.

AFSCME may use the college internal mail service and professional staff mail boxes for purposes of communication, subject to the establishment by the President of standard procedures for general distribution. The AFSCME may post dated official notices and communications on suitable bulletin boards designated by the President of the college. The AFSCME will establish and publicize to unit members a toll-free telephone number for use when it is needed for union business.

#### Section 5. Position Openings

The Board shall advise the Union of all full-time openings in professional positions at any college or at the System Office.

#### Section 6      Notice to Chapter Chairs of New Bargaining Unit Hires

Names and addresses of new hires will be provided to Chapter presidents/chairs on a quarterly basis. The Faculty Workload Report, SWRXI12, or its equivalent, will be provided to the bargaining unit as reasonably available

## **ARTICLE V PAYROLL DEDUCTIONS**

### Section 1.      Membership

During the life of this Agreement, an employee retains the freedom of choice whether or not to become or remain a member of the union.

### Section 2.      Deduction of Union Dues

Union dues shall be deducted by the employer biweekly from the paycheck of each employee who signs and remits to the employer a form authorizing said deduction.

The amount deducted shall be in an amount certified in writing by the treasurer of Local 2480 as the regular monthly dues. The amount deducted shall be remitted to the treasurer together with a list of employees and the amount being remitted.

Any changes in the amount of union dues to be deducted shall be effective as soon as practicable, but in no event sooner than twenty-eight (28) days after receipt by the employer's designee of written notice of changes.

Deductions of union dues shall be discontinued upon written request of an employee thirty (30) days in advance.

No payroll deduction of union dues shall be made for any payroll period in which earnings received are insufficient to cover the amount of such deduction, nor shall such deductions be retroactive.

### Section 3.      Agency Service Fee

The parties acknowledge that, in accordance with Sections 5-270 to 5-280 of the Connecticut General Statutes, each employee represented by AFSCME, whether or not a member of AFSCME, shall as a condition of continued employment tender to the union an amount equal to the regular dues, fees and assessments authorized and collected from its membership.

### Section 4.      Indemnification

The union shall indemnify the Board and hold said Board harmless against any claim, action, proceeding, judgment or other costs or obligations, financial or otherwise, arising from compliance by said Board with the provisions of this Article. Any funds remitted to said union by the Board, pursuant to the provisions of this Article, shall thereafter become the sole and exclusive obligation and responsibility of the union.

## **DEDUCTION OF DUES AND SERVICE FEES (CONGRESS)**

### Section 1.      Dues

Upon receipt of a professional staff member's written authorization, the Board



shall deduct from that staff member's salary each pay period such Congress dues as have been duly established pursuant to the constitution of and certified by the Congress, and remit same promptly to the Congress, together with a list of the names of members from whose salaries such deductions were made.

#### Section 2. Service Fees

Professional staff members who are not members of the Congress shall be required as a condition of continued employment to pay a service fee to the Congress each month equal to the regular Congress dues. The Board shall deduct this service fee from such professional staff member's salary each pay period and remit same promptly to the Congress, together with a list of the names of professional staff members from whose salary such deductions were made, unless the professional staff member has arranged another method of payment with the Congress and has so informed the college

#### Section 3. Calculation/Payment Schedule

Said dues or fees shall be paid bi-weekly for the life of this Agreement and, in the event of any time lapse in the above arrangements on the part of the employer, shall be deducted and paid retroactively to the Congress.

The employer shall annually electronically transmit to the Congress a run-off of each member represented by the Congress, alphabetized by college, to include each employee's name, classification, gross salary and bi-weekly dues deduction (to be calculated by multiplying salary by the appropriate percentage dues rate).

The Congress assumes the responsibility for reimbursing employees whom it represents, upon their request, in the amount of any overpayment of Congress dues or service fees which they may have made due to an incorrect deduction of such dues or fees from their salaries by the employer's agent who is responsible for said deduction.

#### Section 4. Rebate

It is understood that the provisions of this Article are subject to the requirements of law. The Congress agrees to indemnify and save the Board harmless from any claims arising out of or resulting from any deduction from wages made under this Article. In the event any agency or court of competent jurisdiction orders the employer to rebate to employees the service fee or any portion thereof deducted pursuant to Section 2, the union agrees to hold the employer harmless for said deduction by returning the agency fee which has been deducted for the period involved, provided that this provision shall not take effect until any appeal has been exhausted.

#### Section 5. Summer Salaries

Dues and service fees shall be deducted from the payment of the summer-session salary at the rate of one (1) percent.

#### Section 6. Payroll Deduction

Pursuant to Section 5-260a of the Connecticut General Statutes, upon receipt of a professional staff

member's written request, the employer shall deduct from that staff member's salary each pay period the requested payments to the Congress' Political Action Committee and remit same promptly to the Congress, together with a list of the names

## **ARTICLE VI ACADEMIC FREEDOM**

The Board of Regents recognizes that professional staff members are entitled to academic freedom, such that:

A. Each member of the professional staff is entitled to full freedom in research and in the publication of the results, subject to the adequate performance of his/her other professional duties; but research for pecuniary return should be based upon an understanding with the authorities of the institution.

B. Each member of the professional staff is entitled to freedom in the classroom in discussing his/her subject, but he/she should be careful not to introduce into his/her teaching controversial matter which has no relation to his/her subject.

The professional staff member is a citizen, a member of a learned profession, and an officer of an educational institution. When he/she speaks or writes as a citizen, he/she should be free from institutional censorship or discipline but his/her special position in the community imposes special obligations. As a person of learning and an educational officer, he/she should remember that the public may judge his/her profession and his/her institution by his/her utterances. Hence he/she should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that he/she is not an institutional spokesperson.

The parties agree that the foregoing language is intended to give meaning to a right of professional staff members which is derivative from the interest of the public and must be balanced with the rights of students. Accordingly, the parties agree that interpretations or applications of the foregoing language by any professional association or labor organization shall not be determinative in interpreting this Article.

## **ARTICLE VII GRIEVANCES**

The Board and the Union recognize the importance of adjusting grievances fairly without fear of prejudice or reprisal. Accordingly, the Board and the Union agree that they will encourage the prompt settlement of grievances that may arise between a professional staff member, a group of the professional staff, or the Union and employer. Unless otherwise provided within this Agreement, the orderly processes hereinafter set forth shall be the sole method used for the resolution of all grievances.

The parties recognize that some grievances filed may concern the interpretation or application of language common to the Union and one or more of the other unions representing unclassified professional employees of the System. In such cases, the other union or unions shall be necessary parties with the rights to be present and heard.

## Section 1. Informal Adjustments

Whenever possible, problems affecting professional staff members should be adjusted between the professional staff member and the immediate supervisor or within the college structure through the level of President if necessary. Any professional staff member in the bargaining unit may present and discuss his/her complaint with appropriate management representatives and may be represented by the Union in the process. The Union may present and discuss with appropriate management representatives any complaint on its own behalf, but not on behalf of a professional staff member or professional staff members. These presentations or discussions shall be entirely informal. Any settlement, withdrawal, or disposition of a complaint at the informal stage shall not constitute a binding precedent in the settlement of similar complaints or grievances. Such matters shall not be deemed grievances and their settlement shall not establish any precedent whatsoever for the resolution of any problems between a professional staff member and the immediate supervisor, the college, or the Board. If a bargaining unit member believes that a problem or concern constitutes a grievance, he or she may request that the President agree to extend the time limit for filing the grievance for up to fifteen (15) calendar days, as provided in 2D below.

## Section 2. Grievance Procedure

### A. Definition.

If any professional staff member, group of professional staff members, or the Union should have a complaint as to the interpretation or application of this Agreement, such complaint shall constitute a grievance subject to settlement pursuant to this Section.

In processing grievances under this Section at Levels One and Two the parties shall not be precluded from considering questions of equity, provided, however, that any resolution based upon equity shall not constitute a waiver of the right to assert appropriate contractual provisions in any like case unless such right is expressly waived in writing by the President of the Connecticut State Colleges and Universities.

### B. Union Representation.

Grievants shall have the right to representation by the appropriate union at each and every level of the procedure outlined in this Section.

When an individual employee or group of employees elects to submit a grievance without union representation, the appropriate union's representative shall be provided a copy of the pending grievance and shall have the right to be present at any discussions of the grievance, except that if the employee does not wish to have the union representative present, the union representative shall not attend the meeting but shall be provided a copy of the written response to the grievance and no such response shall constitute an interpretation of this Agreement binding on the Union.

### C. Steps.

A grievance shall be filed on a form mutually agreed upon by the Board and the

Congress or AFSCME, as appropriate. If the grievance involves an action of the Board or a matter of general applicability within the System, the grievance may be filed at Level Two, provided however that such grievances must be filed within thirty (30) calendar days after the grievant knew, or should have known, of the act or conditions on which the grievance is based. All other grievances shall be processed in accordance with the following:

(1) Level One – President

Within thirty (30) calendar days after he/she knew or should have known of the act or conditions upon which the grievance is based, the grievant shall present the grievance in writing to the President, specifying the facts, rationale, the section or provision of the Agreement alleged to have been violated and remedy sought, provided failure to file the grievance within the time prescribed shall result in a waiver of the grievance. The President or designee shall meet with the grievant for the purpose of resolving the grievance and shall, within fourteen (14) calendar days of receipt of the written grievance, or the meeting with the grievant, render his/her decision and reasons therefore in writing to the grievant and the appropriate union office.

(2) Level Two – President of the Connecticut State Colleges and Universities

If the grievance is not resolved at Level One or the written decision of the President or his/her designee is not rendered within the time specified, the grievant may then appeal the grievance to the President of the Connecticut State Colleges and Universities but, if he/she chooses to appeal to the President of the Connecticut State Colleges and Universities, the grievance shall be filed within ten (10) calendar days of the receipt of the President's or his/her designee's answer or within ten (10) calendar days after the end of the time specified in Level One for said answer.

Failure to file with the President of the Connecticut State Colleges and Universities within the time specified shall be deemed to be acceptance of the decision rendered at Level One. The President of the Connecticut Colleges and Universities or his/her designee shall meet with the grievant and shall render a written decision within twenty-one (21) calendar days of receipt of the grievance or the meeting with the grievant.

D. Extension of Time Limits.

Any of the specified time limits may be extended by mutual agreement between the grievant or his/her union representative and the President, or President of the Connecticut Colleges and Universities as the case may be, provided, however, that in no case shall the period of time for filing a grievance be extended more than an additional fifteen (15) calendar days except by the President of the Connecticut Colleges and Universities or his/her designee. Any extension shall be in writing.

E. Appearances.

Whenever possible, grievance meetings shall be scheduled so as not to interfere

with professional responsibilities of individuals involved. If it is necessary to meet with the employer during working hours, the grievant, one union representative who is a member of the bargaining unit, and necessary witnesses may attend without loss of time or compensation for such meetings.

F. Information.

Upon reasonable notice, the Board shall make available to the appropriate union any relevant information as provided by applicable law.

G. Remand.

In the event that new information is introduced or new arguments presented at Level Two, the matter may be remanded to Level One for further consideration.

Section 3.      Mediation Panel

There shall be a bipartite mediation panel which shall consist of two members selected for the Board and two members selected for the appropriate union. The panel shall be selected from two lists established in advance by the parties. Within sixty (60) days of the signing of this Agreement and whenever necessary thereafter, representatives of the parties shall meet to designate the individuals to be placed on said lists. The parties may by mutual agreement submit a grievance which has not been resolved at Level Two to the panel which shall hear the positions of the respective parties and endeavor to effect an amicable resolution. In the event that resolution is not possible, the sole authority of the panel shall be to make a confidential report and recommendation to the President of the Connecticut Colleges and Universities with a copy to the union. The President of the Connecticut Colleges and Universities shall within fourteen (14) calendar days after receipt of the report of the mediation panel render his/her decision and reasons therefore to the grievant with a copy to the union.

Section 4.      Arbitration

A. Notice.

If the grievance is not resolved satisfactorily to the grievant at Level Two of the grievance procedure set forth in Section 2 of this Article, the union may proceed to arbitration by filing a written notice by certified mail with the President of the Connecticut Colleges and Universities. Such notice must be postmarked within thirty (30) calendar days after receipt by the grievant of the Level Two or mediation decision or within thirty (30) calendar days of the expiration of the time for said answer, whichever is later.

B. Selection.

The parties shall attempt to select an arbitrator by mutual agreement. In the event that the parties do not agree upon an arbitrator within thirty (30) days of the notice provided for in paragraph A above, the grievance may be submitted to the American Arbitration Association, and the arbitrator shall be selected from a panel provided by the AAA pursuant to their rules and procedures. The arbitration shall be conducted under said rules and procedures. The foregoing shall not prevent the parties from otherwise agreeing to submit a matter to an arbitrator or

arbitration panel other than pursuant to the AAA's rules and procedures.

C. Arbitrator's Authority.

(1) The arbitrator shall not have any power, right or authority to add to, subtract from, modify, change, or alter any of the terms or provisions or the express intent of this Agreement.

(2) The arbitrator shall be without power, right or authority to make a decision in the following areas beyond a determination as to whether the provisions set forth in this Agreement as to these areas were violated. Beyond making such a determination, the arbitrator shall not substitute his/her judgment for that of the Board or its representatives:

(a) Any incident which occurred or failed to occur prior to the effective date of this Agreement, provided that grievances filed which antedate this Agreement shall not be deemed to be waived by reason of the execution of this Agreement;

(b) The failure or refusal by the Board to renew the contract of or reappoint a member of the bargaining unit on a standard appointment;

(c) Disputes over alleged unlawful discrimination as set forth in Section 2 of Article II of this Agreement, except as provided in Section 4 of that Article;

(d) Changes in job descriptions or assigned duties or classifications and pay grades for newly created positions;

(e) The granting of a promotion;

(f) The granting of a tenure appointment;

(g) The granting of sabbatical leave;

(h) The granting of leaves for professional development;

(i) The substance of an evaluation;

(j) Termination or reassignment for special reasons in accordance with

Article XIII.

In the event that the arbitrator determines that the contractual provisions in these areas have been violated as alleged, his/her award shall direct that appropriate action be taken, which may include a reassessment of the original decision, but in no event shall such award have the result or effect of granting a promotion, tenure appointment, sabbatical leave, or leave for professional development.

(3) If notice that further employment will not be offered is inadequate solely upon the basis that it was not given on time as provided in this Agreement, the arbitrator may direct the Board to renew the appointment only upon a finding that no other remedy is adequate or that notice was given so late that the professional staff member was deprived of a reasonable opportunity to seek other employment, provided that such award or reappointment shall be for no more than one (1) appointment period and without right to further employment.

(4) An arbitrator's decision that may award employment that extends beyond the sixth year of employment shall not entitle the professional staff member to a tenure appointment. In such cases, the professional staff member shall serve during the seventh year as if such service had been performed during the sixth year of employment.

(5) Those inherent management rights not restricted by a specific provision of this Agreement are not directly or indirectly subject to the grievance and arbitration procedure.

#### D. Hearing

The arbitration hearing shall be held in the City of Hartford or the offices of the appropriate union, unless otherwise agreed to by the parties. The arbitrator's decision shall issue within thirty (30) calendar days of the close of the hearing or the submission of briefs, whichever is later, unless additional time is agreed to by the parties. The decision shall be in writing and shall set forth findings of fact, reasoning, and conclusions on the issues submitted.

#### E. Arbitrability.

(1) In the event that the Board challenges the substantive arbitrability of a grievance in a proceeding prior to arbitration, the guidelines articulated in the Steelworkers Trilogy shall be applied.

(2) The submission of questions of substantive arbitrability to the arbitrator in the first instance shall not constitute a waiver of the right to a fresh review without being bound by the arbitrator's decision over such questions, provided that this shall neither enlarge nor diminish the standard for review of questions of substantive arbitrability. The parties have not agreed as to whether the Trilogy is dispositive of post-arbitration decisions reviewing questions of substantive arbitrability.

#### F. Decision and Review

The decision of the arbitrator shall be final and binding upon the Board, the Union, and the grievant in accordance with the Connecticut General Statutes. The parties intend that arbitral decisions (other than questions of substantive arbitrability addressed in the foregoing paragraph) shall be reviewable in accordance with the standards established in Enterprise Wheel.

G. Costs

All fees and expenses of the arbitrator shall be divided equally between the parties. Each party shall bear the cost of preparing and presenting its own case. Any party desiring a transcript of the proceedings shall bear the cost.

H. Individual Rights

It is understood that the procedure provided by this Article is not intended to address claims not within the scope of this procedure.



## **ARTICLE VIII MAINTENANCE OF RECORDS**

### Section 1. College Files

Each college in the Connecticut Community College System shall maintain three official files for each member of its professional staff: (1) a personnel file, (2) a professional file, and (3) an application file.

#### A. Personnel File.

The personnel file shall include the following: (1) record of salary, increments, and change of status; (2) record of leaves of absence, vacations, and personal leave days; (3) sickness reports; (4) records of payments for insurance, retirement benefits, etc.; (5) record of accrued longevity; and (6) general fiscal data. These records shall be accessible on a reasonable basis to the professional staff member concerned.

#### B. Professional File.

Subject to the provisions specified hereinafter, the President of the college shall be responsible for the confidentiality, control, and content of the professional file. The foregoing shall not be interpreted to override applicable law with regard to disclosure. The file may include only the following: (1) information relating to the professional staff member's academic and professional accomplishments; (2) records generated by the college; (3) reports of the evaluation of the professional staff member's performance; (4) memoranda of discussions between the professional staff member and supervisory and managerial personnel, including but not limited to department chairpersons, division heads, deans, or Presidents, relating to the professional staff member's employment relationship to the Board; and (5) signed, written statements relating to the quality of service of the professional staff member.

Where no released time is provided, a bargaining unit member may include in the professional file a statement of the extent of activities as campus grievance representative or as a participant in joint activities of the Board of Regents and the Union.

The professional staff member may attach written comments. To this end, professional staff members are encouraged to review their files on a regular basis with the right to have any and all documents reproduced at cost to the professional staff member. Such files shall be placed in a location other than the private office of the President. No item shall be included unless a copy has been provided to the professional staff member together with a notice that copy will go into the file. Each document placed in the file shall be numbered seriatim in chronological order.

The appropriate union may have access to a unit member's professional file upon written authorization of the unit member. Any such authorization shall not be valid for a period in excess of twenty (20) working days.

### C. Application File.

The application file, which shall be in the control of the President, shall contain all materials requested by the college or supplied by the professional staff member in connection with original employment; including confidential material solicited in regard to the employment application. Such confidential material shall be accessible to the individual professional staff member unless such professional staff member agreed to its confidentiality as to himself prior to its solicitation. The material may be made available to the Board of Regents and appropriate System Office and college personnel and committees for the purpose of initial selection. Confidential material may not be utilized in any subsequent decision affecting the individual's employment, except as the initial appointment may come into question.

## Section 2. System Office Files

### A. General File

Files for all professional staff are maintained in the System Office. These files may contain materials submitted to the Board in support of appointment recommendations by the Presidents. The files may also contain duplicates of all materials submitted in conjunction with Board actions, such as promotions, and duplicates of all appointment and reappointment notices. In addition, all correspondence between the System Office and the individuals may be part of these files. The file shall be accessible on a reasonable basis to the professional staff member concerned, who may attach written comments.

### B. Grievance File

In any action taken or recommended by a President in which an appeal is made by a professional staff member to the Board, a separate file relative thereto may be maintained. This file shall be accessible on a reasonable basis to the professional staff member concerned.

## Section 3. Limitations

A. No material from any source other than the files referred to in Section 1 above shall be used as the basis for any disciplinary action. Written notes or records regarding matters which are to be used as a basis for discipline shall be merged into the professional file by incorporation into an evaluation or by written communication to the professional staff member concerning the problem, provided that prior to discipline any such evaluation or communication shall be provided to the professional staff member for a period of time sufficient to provide reasonable notice of the proscribed conduct. Nothing herein shall prevent the employer from deviating from this provision when the nature of the offense requires or when the professional staff member could reasonably be expected to know of the inappropriate nature of the conduct. Materials withdrawn by agreement from an individual's professional file may not be asserted as the basis for any disciplinary action, but may be considered with regard to the extent of disciplinary action and relevance, if any, to defenses to disciplinary action.

B. An employee may contest the accuracy, completeness, or relevancy of any facts stated in said documents within thirty (30) calendar days after the date on which notice of inclusion was transmitted to the professional staff member. The employee may file a grievance

within thirty (30) calendar days after the date on which notice of inclusion was transmitted to the professional staff member. No grievance may be filed which directly or indirectly contests a judgment stated or reflected in such documents. Grievances arising hereunder may only contest the accuracy, completeness, or relevancy of facts contained in the documents. Only questions of accuracy or relevancy may be brought to arbitration under Article VII. In any such arbitration, the burden shall be on the employee to establish that the matter complained of constitutes a fact and that said matter, once established to be a fact, is inaccurate. In lieu of or in addition to filing a grievance hereunder, an employee may attach to any such document a statement indicating the employee's belief that facts stated in said documents are inaccurate, incomplete, or irrelevant and/or setting forth the facts as understood by the employee.

C. A written reprimand or warning shall carry the date, if any, of planned removal from the professional file. Evaluations and signed statements of an evaluative nature shall not be construed as written reprimands or warnings. It shall be the employee's obligation to request such removal after the reprimand's expiration date, if any, has passed.

D. An employee may request destruction of any document in his/her professional file which is more than seven (7) years old except for documents which comprise part of the evaluation process set forth in Article XI, hereof, or any documents reflective of a pattern of employee conduct which continued into the seven (7) year period and which was subsequently addressed, in writing by another document contained in the professional file. Pursuant to such a request, the employer will make a good faith request of the Public Records Administrator for such destruction.

The parties recognize that this provision does not negate the employer's existing right to remove and destroy documents in accordance with applicable law.

E. The provisions of this Section shall not affect the employer's burden under Article XVI.

## **ARTICLE IX APPOINTMENT AND REAPPOINTMENT**

### **Section 1. Types of Appointments**

All members of the bargaining unit hold one of the types of appointments described in this Section. No appointment shall be made or modified except in accordance with the Agreement.

A standard appointment is an appointment which creates an interest in employment at a college for a specified term of one (1) year or less.

A tenured appointment, which also may be called continuing appointment, is an appointment which creates an interest in employment at a college without limit of time, subject to retirement, dismissal, and termination for special reasons and subject to evaluation for consideration for continuation in accordance with Article XI, provided that a dismissal based on said evaluation shall be subject to Article XVI. A tenured appointment normally will not be

offered to a member of the bargaining unit until he/she will have, by September 1 of the year such appointment is to be effective, completed six (6) years of full-time employment by the Board at the same college, at least three (3) years of which must be in the current job function. Service as an educational assistant shall not count toward the six-year requirement, unless the President of the Connecticut State Colleges and Universities determines that all or a portion of such service should count.

A special appointment is an appointment to the position of lecturer or educational assistant which creates an interest in employment for a specified term of one (1) year or less at a college. Such an appointment does not require notice of nonreappointment and is not subject to Section 3 herein below. Completed service while on a special appointment may count toward tenure and/or promotion. An individual in the bargaining unit shall not be employed on a special appointment for more than three (3) years, provided that this limitation shall not apply to positions funded by external funds such as government or private grant or contract, except that the non-reappointment of said individual for reasons other than the loss or reduction of said funding shall be governed by the appropriate provisions of this Article. See side letter Re: Grants and Contracts. Employees serving on the third or subsequent special appointment, each lasting an academic year or calendar year (two consecutive semesters) shall be given 90 days notice of non-renewal. For each of the first three special appointments, the decision of the employer not to renew shall be final.

a. In cases of non-appointment of the 4<sup>th</sup> consecutive special appointment, the employee may request the reasons in writing. The reasons shall not be arbitrary or capricious. The provision is subject to the grievance and arbitration procedures.

b. The Board may grant special appointments for a period of six (6) years. Any employee who has successfully completed six (6) consecutive special appointments shall transition to a standard, tenure-track appointment.

Non-reappointment for reasons other than special reasons of a full-time employee on special appointment who was hired prior to January 1, 1975 shall be subject to the provisions of Section 3 of this Article as if such individual had been on a standard appointment; this provision shall not constitute a precedent for individuals hired on special appointments after January 1, 1975.

## Section 2. Authority to Appoint and Reappoint

Except as expressly provided for by Board policy, the authority to offer appointments and reappointments rests with the Board of Regents and no agent of the Board may expressly or by implication offer appointment or reappointment.

## Section 3. Non-reappointment of Standard Appointments

Notice of intent not to renew a standard appointment shall be afforded by the employer, in writing, three (3) months prior to the termination of the appointment for the first standard appointment, six (6) months prior to the termination of the appointment for the second standard appointment and, in the case of each subsequent standard appointment, the effective date of termination shall be at least twelve (12) months from the date of notification. Any

extension of appointment to meet the notice requirements of this section shall not constitute a new appointment and the termination of the extension shall not be otherwise reviewable. In the case of the non-reappointment of the third or subsequent standard appointment, the bargaining unit member shall be notified in writing of his/her right to union representation.

For each of the first three standard appointments, the decision of the employer not to renew an appointment shall be final. An initial standard appointment made on or before December 1 of any appointment period shall constitute the first standard appointment. This provision shall not be deemed to affect appointments made prior to the effective date of this Agreement.

In the case of non-reappointment of the third or subsequent standard appointment, the employee may request a written statement of the factors considered. The decision of the employer not to renew the third or subsequent standard appointment shall not be arbitrary capricious, or unreasonable, provided, however, that the decision of the employer not to renew the third standard appointment shall not be subject to the arbitration procedure of this Agreement.

#### Section 4.     Tenure

##### A.   Purpose

Tenure is a means for providing job security consistent with the mission of the Community Colleges and of assuring a high level of service to the college by those holding such tenure. The employer agrees that the appointment of a member of the bargaining unit who has been granted tenure pursuant to the terms of this Agreement or who had acquired tenure under the Board's personnel policies may be terminated only in accordance with the procedures set forth in this Agreement. The professional staff member has a correlative responsibility to the employer to maintain an acceptable level of proficiency in service to the college.

Tenure is granted by the President and relates only to the college and not the System, except as provided in Article IX, Section 4(B)(4). Tenure recognizes professional growth and improvement in service to the college, the usefulness of the individual's services to the college, affirmative evidence of an acceptable level of proficiency of service, and the potential for service and professional growth. The decision of the President with respect to tenure shall be final.

##### B.   Procedure

The following procedures shall govern the consideration of bargaining unit members for tenured appointments. The President or his/her designee is responsible for insuring that the procedures are followed. For AFSCME, AFSCME members may apply for Tenure directly to the College President.

By April 15th, the President shall decide the award of tenure. If the President's decision does not support Tenure, the President shall notify the Faculty Member involved and the Union President, in writing, and shall provide said Faculty member, in writing, with the reason(s) for such action. Tenure, once granted, is continuous. Should tenure be denied, the Faculty

member affected shall be so advised in writing and shall have the option to appear before the Board or a Committee thereof, with representation, to appeal the President's decision. The decision of the Board on the appeal shall be final.

Tenure, once granted, is continuous. Tenure is also portable for involuntary transfers. If transfer is voluntary, tenure shall be included in the decision to hire within a similar position.

## **ARTICLE X WORKING CONDITIONS AND WORK LOAD**

### **Section 1. Duties of Nonteaching Professional Staff**

- (a) All Nonteaching Professional Staff shall within the work load limitations of Section 2 of this Article, perform such other duties as the President may assign, provided that such duties shall be consistent with the mission of the college;
- (b) serve on college and division/department committees, if chosen;
- (c) respond to and work with multiple constituencies, including students, peers (faculty and staff), and external agencies (business, community, educational, etc.);
- (d) possess strong information literacy skills, including the ability to word process and to use spreadsheets, presentation ware, e-mail, CD-ROM, compressed video, the Internet, the World Wide Web, and other distance communication modalities; demonstrate the ability to evaluate, synthesize, and make decisions from data (see side letter re: Technology Training);
- (e) attend and participate in commencement ceremonies, unless excused by the President, wearing academic garb when required (see side letter re: Commencement);
- (f) attend and participate in college convocations, conferences, and meetings, and divisional/departmental meetings during the work year;
- (g) maintain contact with one's academic discipline(s) or areas of assigned responsibility, the development of knowledge in one's field of specialization, and the teaching/learning process;
- (h) serve on system-wide committees.

The responsibilities of non-teaching professional staff shall be assigned in accordance with the system-wide job description approved by the President of the Connecticut State Colleges and Universities or developed by the President to meet the needs of the local campus subject to the approval of the President of the Connecticut Colleges and Universities.

A bargaining unit member may request a copy of his/her job description and the

employer will provide a copy.

The Board may consult appropriate professional groups with regard to any contemplated change in a system-wide job description. When such a change is under consideration, the Board shall notify and consult the Union and provide sixty (60) days within which the union may respond.

## Section 2. Work Load, Hours of Work, and Work Year of Nonteaching Professional Staff

### A. Work Load

The required work week is 35 hours of assigned responsibilities which may include evening or weekend work. Unless otherwise agreed to by the individual concerned, all members of the non-teaching professional staff must have two consecutive days off each week including either Saturday or Sunday. The 35 hours shall be scheduled over a five-day work week, provided that the individual and the President or his designee may, by mutual agreement, schedule a four-day work week and provided that a sixth day may be required in exceptional circumstances or by agreement with the employee. There shall be no obligation for mutual agreement if a four-day schedule is changed by the employer. The parties recognize that fulfillment of professional responsibilities may necessitate service to the college in excess of 35 hours per week. The President or his designee shall consult with professional staff members prior to the establishment of work schedules. When possible, and consistent with the interests of the college, a professional staff member may be granted scheduling privileges as to days and hours, including a nonstandard schedule, by the President. Such arrangements may occur only with the written approval of the President whose decision shall be final.

Professional staff members who are granted scheduling privileges to attend, during their regularly scheduled hours, a credit or non-credit course for retraining or to enhance knowledge or skills related to their responsibilities will either be scheduled for make-up hours or otherwise fulfill their professional responsibilities in a manner approved by the President or his/her designee whose decision shall be final.

### B. Work Year

The work year for twelve-month nonteaching professional staff shall normally begin on July 1 and conclude the following June 30.

The work year for ten-month professional staff shall begin on or after a date established by the employer. Ten-month staff then serve for a continuous period of ten months, unless the parties mutually agree otherwise, or, specifically, not less than 217 days.

This provision shall not prevent the employer from making appointments of shorter duration.

### C. Informal Work Schedule Adjustments/Compensatory Time

In those cases in which a professional staff member, in significant measure, works repeatedly more than 35, informal work schedule adjustments will be accommodated. Compensatory time will be provided on a one-for-one basis in accordance with the following

procedure:

1. Compensatory time can be accrued only with the prior approval of the employer, except when emergencies or unanticipated conditions make it impractical to obtain such prior approval.

2. There shall be a record of accrued compensatory time as it is approved and used. Such record of accumulated compensatory time shall be available to the employee and the union.

3. Compensatory time shall be used within the calendar year earned or within three months of being earned, whichever comes later, at times mutually agreeable to the employee and supervisor. When using compensatory time, employees are expected to take into account the interests of the college and to accommodate to the scheduling requests of supervisors. In the event that time off is not allowed, the employee may request that compensatory time be taken at a later date. Such requests shall not be unreasonably denied.

4. Upon terminating employment, an employee will be paid for accrued but unused compensatory time up to a total of 70 hours pursuant to the following limitations. Nothing in this provision modifies or supersedes the requirement that employees use compensatory time as set forth in paragraph 3 above. In the event that an employee ends employment without giving at least two weeks notice, the employee shall not be paid for any unused compensatory time. In the event that the employee provides at least two weeks notice, the employer may pay out the unused compensatory time by relieving the employee of the obligation to work through the notice period.

### Section 3. General Provisions

#### A. Outside Employment.

Full-time employment by the Board shall be considered the basic employment of each professional staff member. Outside employment is work for which compensation is received and which is not within the normal duties and responsibilities assigned to a professional staff member as an employee of the Board. A professional staff member engaged in outside employment shall notify the President of the college of this activity in a general statement indicating the extent of such employment.

Outside employment shall be limited so as not to impair the performance of the professional staff member's professional responsibilities. Outside employment which requires the member's absence on a school day during that member's normally scheduled working hours when he should be available for professional responsibilities as provided in this Agreement is presumed to interfere with the performance of the duties and responsibilities of that member. Outside, including consulting or other self-employment, may not be asserted as a basis for academic or professional scheduling privileges.



B. Indemnity for Liability

The protection of bargaining unit members from liability afforded by the Connecticut General Statutes shall be continued. In deciding whether to provide counsel to an employee, the question of whether such employee was acting within the scope of his/her employment shall be sympathetically considered consistent with the purpose of the indemnification statutes.

C. Additional Employment

The Board may authorize additional payment for services performed by full-time professional staff members provided that the nature and scope of such services, particularly with regard to instructional services, lie outside the regular duties of the professional staff member and are so certified by the President of the college, and that they constitute no more than the estimated equivalent of teaching an additional class or one-fifth of a total load.

D. Professional Day

There shall be a professional day each year, scheduled on a Saturday between March 15 and April 15, for the purpose of discussing matters of educational concern to the Community College System, its staff, and students. The organization of the professional day shall be the responsibility of a Professional Day Committee of six members, of whom three shall be named by the Union and three by the Board. The Union and the Board shall each contribute \$500 for the expenses of the professional day, unspent monies to be refunded to each on an equal basis.

E. Audio-Visual Instruction Materials and Copyrights

There shall be a Study Committee on Audio-Visual Instructional Materials and Copyrights composed of eight members, four to be appointed by the Board and four by the Union. This committee shall make recommendations regarding disposition and future use of material developed by a professional staff member while in the employ of the Board, royalties, residual fees, assignment of copyrights, and related matters. When and if the committee reaches agreement on a policy with regard to this subject, such shall become an official part of this Agreement after ratification by the Board and the Union.

F. Summer Session Assignments

Priority for consideration for summer-session assignments for additional pay will be given to full-time ten-month professional staff members within each college for employment in their primary areas of competence up to a maximum of 80% of the anticipated course offerings. Each college shall establish a system of rotation for allocating available opportunities. The offer of employment is made only by written contract executed by the President. In selecting professional staff members for the summer session, the President may consider but is not limited to consideration of the requirements of the assignment and any special skills or experience of potential assignees. Nothing herein shall preclude the President from offering summer school employment to non-bargaining unit members.

Summer session pay shall be according to the schedule for part-time lecturers, except that up to two courses per session, but no more than four per college per summer, may be taught at a lower rate by mutual agreement between the employee and the college.

G. Inclement Weather or Other Emergency Condition

a. When classes are cancelled or a college is closed due to inclement weather or other emergency conditions, all employees need not to report to work and shall suffer no loss of pay or charge to accrued time.

H. Changes in Assignment of Professional Staff

The terms of an appointment of a member of the professional staff assigned to a different Board classification (excluding promotion) or the reclassification of the member of the staff from a 10- to an 11- or 12- month appointment or from a 12- to an 11- or 10- month appointment shall be negotiated for a period not to exceed 30 days with the individual concerned, who may be represented by the Union. A change from a 12- to an 11- or 10-month appointment shall result in a 1/12 reduction of the original base salary for the first appointment year following said change and for 10-month appointments an additional 1/12 reduction of original base salary for the second appointment year. The terms of appointment shall be in writing. The decision to reclassify shall not be subject to arbitration except on the basis that the decision was arbitrary and capricious.

I. Notice of Retirement or Resignation

It is recognized by the parties that a professional staff member should give notice of retirement or resignation in advance whenever possible in order to allow for the normal recruitment and hiring process, preferably not less than 90 days.

J. Part-time Employment at another Community College

Whenever a full-time member of the professional staff is employed to teach part-time at any Community College in the System, the rate of compensation for said teaching shall be calculated upon the basis of the total number of courses previously taught by that individual in any and all colleges in the Community College System.

K. Health and Safety

The employer shall maintain safe and healthy working conditions in accordance with applicable law. Unit members shall not be required to work under unsafe conditions, provided that such conditions have been brought to the attention of the President of the college or his/her designee, in writing, by the unit member and the college has failed to exercise reasonable efforts to redress the complaint; however, a unit member must follow the rule, work now, grieve later, unless there is imminent danger to the employee's physical well being.

In any grievance regarding this Section, the award of an arbitrator in matters relating to physical facilities, staffing and the hiring of additional staff shall be advisory only and not binding on the Board. This limitation shall not prevent the Board of Regents from seeking legislative funding pursuant to the advisory opinion.

The Board shall comply with the provisions of the Connecticut Occupational Safety and Health Act. Such compliance shall not be subject to arbitration.

#### L. Interim Pay

Employees acting in an interim capacity in a higher position shall be compensated for the higher grade effective with the commencement of the work in the higher position.

#### M. Emeritus Status

The parties agree to incorporate the present BOR policy as it pertains to the CSU universities within the Connecticut State University system into the parties' respective CBAs.

Emeritus status may be awarded to a professional staff member by the Board of Regents upon recommendation of the President or President of the Connecticut State Colleges and Universities, as appropriate. Persons eligible for emeritus status must have retired from state service with at least fifteen years of service to the college/system. A President or the President of the Connecticut State Colleges and Universities may, however, request that the Board waive these minimum requirements in exceptional circumstances.

The following are the privileges and benefits of emeritus status: (1) formal announcement to professional staff and public; (2) separate listing in the college catalog; (3) placement on a select mailing list, including invitations to college functions and receipt of college publications; (4) invitation to participate in commencement exercises; (5) use of the library on the same basis as the active professional staff; (6) access to college email; and (7) course privileges for Emeritus members and their dependents. As appropriate, individuals granted emeritus status may also be afforded the benefits of staff parking and notification and attendance at staff meetings with the right to participate but not vote

### **ARTICLE XI EVALUATION**

#### Section 1. Criterion

The criterion for the evaluation of professional staff members shall be the quality of the performance of professional responsibilities as provided in Article X of this Agreement.

#### Section 2. Periodic Evaluation

There shall be periodic evaluation by the employer of all members of the bargaining unit as follows:

- (1) in each of their first two appointment periods;
- (2) once in every three years thereafter for those on standard appointments;
- (3) once in every five years thereafter for those holding tenured appointments.

The list of professional staff members to be evaluated in accordance with this schedule in an academic year shall be published at each college by October 1.

This provision notwithstanding, the Board or its representative may initiate more frequent evaluation as appropriate. A professional staff member may also request more frequent evaluation, which request shall not unreasonably be denied.

The professional staff member shall be notified in advance of the period (not to exceed two weeks) during which a classroom visitation for the purpose of evaluation is to occur.

### Section 3. Optional Peer Evaluation

A professional staff member may request a peer evaluation, provided however, that the request must be made prior to the occurrence of any other scheduled evaluation. Selection of the peer shall be by mutual agreement between the President or his/her designee and the person to be evaluated.

The peer evaluation shall be forwarded to the next management level by the evaluator independently of the evaluation pursuant to Section 2 above.

### Section 4. Staff Improvement

Management or a professional staff member may, at any time, arrange for an evaluation by a mutually acceptable peer(s) or by other mutually acceptable method of systematic rating for the sole purpose of self-improvement. Such evaluation shall have no other standing and the report shall not be placed in any official personnel record of the professional staff member.

### Section 5. Opportunity to Discuss Evaluation

In the case of every evaluation of a professional staff member, there shall be provided the opportunity to meet and discuss the evaluation with the evaluator, prior to its submission elsewhere.

### Section 6. Evaluation Forms

There shall be standard evaluation forms.

## **ARTICLE XII PROMOTION**

### Section 1. Definition

Promotion recognizes quality of performance by means of an increase in compensation, as provided herein. Within the current delegation of authority, all promotion- eligible candidates shall be promoted if the President determines that they meet the standards for promotion in this Agreement. There shall be no production of promotion lists at individual campuses. Calculations for promotions will be done consistent with the SPP Stipulated Agreement regarding Faculty Promotion Calculations and Miscellaneous Rates of Pay.

## Section 2. Standards for Promotion

The standard for promotion shall be the individual's quality of performance of professional responsibilities as provided in Article X, Section 1 of this Agreement and the individual's job description. Consideration shall be given to all evaluative material in the applicant's file generated since the applicant's previous promotion or original appointment to the college, whichever is more recent. The major areas of emphasis shall be growth and demonstrated competence in performance of professional responsibilities.

## Section 3. Eligibility

Members are eligible to apply for promotion when they believe they've met the standards for promotion. Prior service on full-time special appointments, which the employer determines is similar, shall be credited.

Eligibility for promotion of an administrator, counselor or librarian whose position has been reclassified pursuant to the Side Letter re: Grade Placement shall be determined without regard to the effective date of said reclassification.

Fulfillment of the minimum formal requirements for promotion to a higher rank or grade, as established by the employer (attached hereto as Schedule B for informational purposes only), or who have an appropriate equivalency in accordance with Board policy, provided that the determination of appropriateness shall be subject to the grievance process only, shall determine eligibility for promotion, but shall not guarantee a right to promotion which shall remain within the sole discretion of the President.

## Section 4. Salary

Upon promotion, a unit member's annual salary shall be increased by an amount as provided in the Stipulated Agreement entered by the parties on March 20, 2015.<sup>2</sup>

## Section 5. Procedures for Promotion

The following procedures shall govern consideration for promotion at the college level. The President or his designee is responsible for insuring that the procedures are followed.

- (1) It is the responsibility of the Faculty Member to submit to the President of the college an application for promotion, with supporting documentation, on a form which the President will make available. Candidates are requested to submit a notice of intent to apply for promotion by the last day of the fall semester. The application for promotion is due on the 1<sup>st</sup> day of the spring semester. The President can approve extensions if necessary.
- (2) A Promotion Committee as described below shall, by March 1, consider each applicant for promotion and shall:

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<sup>2</sup> See Stipulated Agreement on page 104-105.

- a. Make a recommendation for or against promotion (the committee shall not rank applicants);
- b. Inform each applicant, in writing, of the recommendation made;
- c. Produce a written recommendation with supporting rationale for each person recommended for promotion in a format to be chosen by the committee. These written recommendations shall be included in the applicant's promotion application file but comments contained therein shall not be used in any grievance procedure.

At each college there shall be one Promotion Committee comprised of four (4) bargaining unit members appointed by their respective union and two (2) members of the Administration appointed by the President or his/her designee of the respective college in which the promotion is being considered.

The Board shall consult with the Unions with respect to the written instructions which it gives to promotion committees. (See Side Letter Re: Consultation.) The Promotion Committee shall keep a written record of the dates of all meetings, attendance at meetings, and materials considered and shall review the Board guidelines for their work. These records and materials shall be in the custody of the President or his designee. The committee shall not disclose its records or recommendations except as provided herein.

The promotion application and all evaluative material in the applicant's file generated since her/his previous promotion or original appointment to the college, whichever is more recent, referred to herein as the promotion application file, shall be forwarded to the Promotion Committee by the President. In making its recommendation, the Promotion Committee shall be guided by the individual's quality of performance of professional responsibilities as provided in Article X of this Agreement, shall give consideration to the material in the individual's promotion application file, shall consider the best interest of the college and seek to establish an overall institutional perspective with respect to its recommendations.

The individual shall have the right to appeal an alleged violation of the foregoing procedural requirements by the Promotion Committee to the President provided that she/he does so in writing within ten (10) calendar days of the date of recommendation of the Promotion Committee. The President or his/her designee shall investigate any such allegation and the President shall, if he/she finds a procedural violation prejudicial to the individual, take remedial action or give weight to the violation in making his/her decision. This provision shall be the exclusive remedy for an alleged violation of the contractual procedures by the Promotion Committee, and any such allegation shall not be subject to Article VII unless the President has failed to take remedial action or give weight to the violation. The President shall forward her/his decision respecting promotions and a copy of the recommendations of the Promotion Committee to

the Board by April 15. The President shall inform the person concerned, in writing, of her/his decision. When the President determines that a candidate has failed to meet the standards for promotion, she/he will provide specific written suggestions for areas of improvement.

For the AFSCME bargaining unit, AFSCME members shall apply per Article XII, Section 5(1). AFSCME members may apply directly to the College President for Promotion.

#### Section 6. Funding

It is anticipated that the cost of promotions shall be paid out of funds provided for such purpose in the collective bargaining agreement. Should such funds prove insufficient, the parties shall bargain over the appropriate response; however, such bargaining shall not result in additional costs to the collective bargaining agreement. The promotion process shall continue unaffected; however, no promotion shall be made until the funding issue is resolved.

#### Section 7. Merit Recognition

Nothing in this Article shall prevent the Board from providing merit recognition to unit members in the form of lump sum payments. (See side letter Re: Merit Pay)

### **ARTICLE XIII**

#### **TERMINATION OR REASSIGNMENT FOR SPECIAL REASONS**

The Board shall retain the right to reduce its workforce. A reduction in force does not include a termination of employment for disciplinary reasons.

#### Section 1. Applicability

Between the date of this Agreement and June 30, 2021, there shall be no loss of employment for permanent employees, subject to the following conditions:

Applicable only to those hired prior to July 1, 2017

Protection from job loss does not apply to:

- Expiration of a temporary or special appointment
- Nonrenewal of a non-tenured employee for performance related reasons
- Termination of grant or other outside funding specified for a particular position; and,
- Less than 20-hour per week part-time employees.

Notwithstanding the above, employees in the principal bargaining unit in their second or subsequent special appointment year on the effective date of this Agreement shall be covered by this job security provision.

The foregoing does not prevent the BOR from restructuring and eliminating positions of permanent employees provided that affected employees shall be reassigned or transferred to an existing comparable job in the system for which the employee possesses the requisite qualifications and experience. In any case, salary and tenure status shall be preserved. An employee who refuses an

offered position will not be considered a layoff for purposes of this Agreement.<sup>3</sup>

## Section 2. METHODS OF REDUCING THE WORKFORCE

- A. Attrition. Insofar as possible under the circumstances, the Employer shall attempt to permit the process of attrition to effectuate the required reduction in staff.
- B. Reassignment. When a reduction in staff is deemed necessary by the Employer every effort shall be made to reassign the affected employee to another academic position within the same or another department at the college where the reduction in staff occurs or at the same department or another department at another college, or to provide the employee with an assignment at two colleges which collectively comprise a full-time appointment in accordance with Article X, Section 6, Subsection M and Article XXI, Section 6, Subsection D provided, however (a) that no such reassignment shall be made unless such Bargaining unit member is qualified for the newly assigned work and (b) that such reassignment shall only be made to a position then vacant.

If the Employer determines that a Bargaining unit member may, with limited retraining, qualify for reassignment to an academic position then vacant, such Bargaining unit member may be granted up to one year's leave of absence without pay in order to obtain the training that will qualify him/her for reassignment. The vacant position will be filled by special appointment for up to one (1) year, pending the Bargaining unit member's completion of required training during the specified time allotted.

- C. Layoffs. When attrition and reassignment are insufficient or inapplicable methods of effectuating the required reduction in staff, bargaining unit members shall be laid off in accordance with the following:
  - (1) The Employer may lay off on a system-wide basis or may limit the layoff to a specific department or technology. For the purposes of this Article, the library and counseling office at each college shall be considered a department.
  - (2) In accordance with [Section 1](#) above, the order of layoff of bargaining unit members shall be as follows:
    - a. Part-time employees on special appointment
    - b. Full-time employees on special appointment
    - c. Part-time employees on terminal appointment
    - d. Full-time employees on terminal appointment
    - e. Part-time employees on regular appointment
    - f. Full-time employees on regular appointment

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<sup>3</sup> SEBAC 2017



g. Employees on tenured appointment

Layoffs in each category listed above in this section shall be based upon both the academic needs of the System and seniority.

- (3) Non-bargaining unit employees in teaching, counseling, and/or librarian positions shall be laid off before bargaining unit employees except the employer may retain non-bargaining unit employees with special qualifications which cannot be readily replicated by bargaining unit employees.
  - a. A bargaining unit member who feels that he/she is qualified to teach and/or perform the job duties of positions in a different department within the System shall submit to the Employer a completed candidate summary form as provided by the Employer. This candidate summary form shall be filed by a tenured bargaining unit member within ninety (90) days of a grant of tenure. An updated candidate summary form shall be filed when the tenured bargaining unit member's status changes; the window period for such filing shall be September 1 through November 30 of each academic year.
  - b. The Employer shall inform the candidate of its decision regarding the candidate's qualification to teach and/or perform the job duties of a position in a different department within a reasonable period of time after the filing of the form, said time generally to be within sixty (60) days after the filing of a form upon a grant of tenure or sixty (60) days after the close of the annual window period.
- (4) Seniority shall be defined as current, continuous service measuring from the Employee's most recent date of appointment or most recent date of hire to a bargaining unit position. Part-time bargaining unit employees shall accrue seniority without regard to the number of hours worked. Within sixty (60) days after the effective date of this Agreement, the Employer shall provide the Congress with a seniority list of bargaining unit employees.
- (5) Notice of Layoffs. The Employer shall give at least twelve (12) months' notice of layoff.
- (6) Recall. Employees who have been laid off shall be eligible for recall for a period of two years to a position at any college in the same department from which they were laid off or in a department in which they previously served. The order of recall shall be the most senior qualified employee for the available position. Employees shall receive notice of recall opportunities by registered letter at their last known address. A recalled employee must respond by registered letter within fifteen (15) calendar days. After the passage of fifteen (15) calendar days, recall rights shall be lost for that position and the next senior qualified employee for the available position shall be recalled. For two years after a layoff, the President of the Congress and the President of AFSCME shall be notified of any bargaining unit positions to be filled in the System.
- (7) Scope of Grievance Arbitration. The determination of whether to reduce the

workforce, the scope of such reduction of the workforce, the determination of what part of the workforce to reduce and the determination of qualifications for reassignment shall not be grieveable or arbitrable.

- (8) Expedited Grievance-Arbitration. Grievances involving or affecting a reduction in force shall be expedited as follows:
- a. Filed with the President of the Connecticut State Colleges and Universities within seven (7) calendar days, with or without a meeting;
  - b. Written response within seven (7) calendar days, with or without a meeting;
  - c. Arbitrator to be selected who can hear the case within twenty (20) days;
  - d. Decision to be rendered within five (5) calendar days after the close of the hearing.

### Section 3. Effect on Tenure

When a member of the bargaining unit who is on a tenured appointment is reassigned to another college under the provision of this Article, the individual shall retain his/her tenure. In the case of a reassignment of a non-tenured individual, the service requirement for eligibility for tenure consideration shall be no less than three (3) years.

### Section 4. Placement or Recall

A. The employer shall make a reasonable effort to place an individual who is terminated for special reasons in another suitable position opening within the Community College System. This obligation shall not create a claim or right to any position opening and shall end thirty (30) days following termination of the affected employee. The obligation of the employer shall be satisfied by compliance with the following procedure:

(1) Upon written request of the affected employee, the Board shall provide copies of all position notices for which external searches are ongoing and all position notices for external searches which commence during the obligation period specified herein. This obligation relates to bargaining unit positions for which a standard appointment is contemplated.

(2) The affected employee may apply for any position opening. The employee will be considered on the same basis as any other applicant, except that the President's recommendation shall consider that the affected employee should be selected if the qualifications of the affected employee and top candidate(s) are relatively equal. The President shall notify the affected employee of his/her decision. Within five (5) calendar days of such notice, the affected employee may file a notice with the President of the Connecticut State Colleges and Universities by certified letter requesting review of the President's recommendation. The decision of the President of the Connecticut State Colleges and Universities shall be final.

B. When an appointment is terminated for special reasons, the released individual's position, , shall not be filled within a period of two (2) years from the date of termination unless he/she has been offered reappointment and has declined it, or has failed to respond within thirty (30) calendar days of the offer. The obligation to offer reappointment shall

be satisfied by mailing a certified letter to the individual's last known address. The thirty-day period shall begin the date said offer is postmarked.

C. The employer shall maintain a list of those individuals whose full-time employment was terminated for special reasons with a copy to the union. An individual's name shall remain on the list for a period of two years from the date of notice of termination. For that two-year period, the employer will notify the individual of full-time vacant positions for which he/she may be qualified to apply. If the individual applies for any such position,

D. The employer shall give due consideration to the individual's prior service in the Community College System, provided however, that actual appointment to any such position remains within the discretion of the employer.

E. A member who is recalled to employment to his/her position shall regain all rights and privileges he/she had at the time of the termination, including tenure, rank, and salary and shall not be considered as a new professional staff member for the purposes of fringe benefits provided under this Agreement, subject to any requirements of insurance carriers.

#### Section 5. Statement to Employee

Termination for special reasons shall not be considered a non-renewal of a standard appointment or a dismissal for cause. Notices in writing to this effect shall be provided to each individual affected and shall include a statement that the reason for termination is not dissatisfaction with service rendered.

#### Section 6. Employer Decision

The decision of the employer as to the need for termination or reassignment for special reasons shall be final.

### **ARTICLE XIV SEPARATION BECAUSE OF INCAPACITY**

When a professional staff member has become physically or mentally incapable of or unfit for the efficient performance of duties of his/her position, the employer may separate the individual in good standing. Unless otherwise agreed, any medical determination hereunder shall be only by mutually agreed-upon medical authority.

Any such action shall be subject to the grievance and arbitration provisions of this Agreement

Prior to or at the time of requesting a medical determination, the employer or its representative will provide the unit member with a statement of the problem and disclose to him/her any information to be considered, except as otherwise provided by law. The professional staff member shall be informed in writing of his/her right to Union representation. Either the employer or the unit member may request that the medical authority determine whether or not there might be a basis for such a medical determination.

## **ARTICLE XV TRANSFER AND RESTRUCTURING**

### Section 1. Definition

Transfer is the appointment of a professional staff member to a Community College other than the one at which he/she is employed. Transfers may be initiated by the employer or by a professional staff member.

### Section 2. Application for Transfer

In the event the transfer is initiated by the professional staff member, application for transfer shall be made directly to the President of the college to which transfer is desired. Applicants shall inform the President of the college from which transfer is desired of any such application at the time the application is made. Candidates for transfer are subject to the same selection procedures as any other applicant for an available position.

### Section 3. Tenure

In the event of an involuntary transfer to one college to another, the employee shall retain his/her tenure. If a transfer is voluntary, tenure will not normally be made with tenure. However, on a case by case basis, at the discretion of the President of the receiving college, tenure may be preserved. The President's decision is final and shall not be subject to grievance or arbitration.

A tenured employee who accepts a transfer without tenure may apply for tenure when he/she will have, by September 1 of the year such appointment is to be effective, completed three (3) years of full-time employment in the same job function at the receiving college.

A non-tenured employee who accepts a transfer shall receive credit for up to three (3) years of full-time employment at the first college in the same job function.

Decisions concerning whether an employee's position upon transfer is in the same job function shall be made by the president of the receiving college or his/her designee.

### Section 4. Restructuring

This Agreement is made on the basis of circumstances at the time of the Agreement. In the

event of restructuring of higher education (which shall include campus closings or the mandated termination of major academic or student-service programs employing ten (10) or more members of the unit), the employer and the Union agree to negotiate to the extent required by law provided that notice of termination to the affected employee(s) in the case of termination of such programs may be given ninety (90) days following notice to the Union.

## **ARTICLE XVI DISMISSAL AND DISCIPLINE**

No professional staff member shall be dismissed or otherwise disciplined except for just cause and with full due process, as specified in this Agreement. Each individual for whom suspension without pay or dismissal is under consideration shall be notified of his/her right to union representation. A copy of said notice shall be provided to the appropriate union office.

### Section 1. Dismissal

A. Dismissal is an action by the President which terminates the appointment of a professional staff member for cause. Dismissal for cause shall include, but not be limited to the following:

(1) Incompetent or inadequate performance of responsibilities of the position or repeated neglect of these responsibilities;

(2) Repeated noncompliance with reasonable regulations or reasonable directives of the Board, the President, or designated management employees;

(3) Conduct which impairs the effective performance of assigned responsibilities or impairs the rights of students or of other staff members;

(4) The use of fraud, collusion, or misrepresentation of a fact material to obtaining employment with the college and/or status therein;

B. The appointment of a professional staff member may be terminated according to the following dismissal procedure:

(1) The President shall notify the professional staff member in writing that termination of his/her appointment is under consideration. Said notice will contain a statement of the reasons for the proposed termination.

(2) The professional staff member may respond in writing within twenty-one (21) calendar days of receipt of notice from the President.

(3) If after considering the response of the professional staff member, or if the professional staff member has not responded within the twenty-one (21) day period, the employer or its representative determines to dismiss the professional staff member, the employer

or its representative shall so notify the member in writing of the decision. Within fourteen (14) calendar days of the notice of the President's decision, the professional staff member may appeal such decision by filing a written grievance at Level Two of the grievance procedure set forth in Article VII of this Agreement.

Section 2. Discipline

A. Nothing within this Article shall preclude the employer or its representatives from disciplining members of the professional staff by means less than discharge, provided that such discipline shall be for just cause as specified in Section 1A above for dismissals.

B. In case of employee misconduct for which suspension without pay is under consideration, the employee shall be afforded written notice of the charge(s) against him/her, disclosure of the employer's then available evidence and an opportunity to present his/her position orally or in writing prior to the discipline.

Section 3. Suspension Pending Discipline or Discharge

When it is necessary, an individual may be suspended, with full salary and benefits, pending disciplinary action.

Section 4. Investigatory Interview

If a bargaining unit member reasonably believes that an investigatory interview conducted by the employer will result in discipline or place his/her job security in jeopardy, she/he may have a union representative present at any such interview.

## **ARTICLE XVII SABBATICAL LEAVE**

Section 1. Preamble

Sabbatical leave is educational leave. The purpose of sabbatical leave is to provide a professional staff member with the time and support for scholarly or creative endeavors which will benefit the college and the staff member professionally, and/or enable the professional staff member to develop resources or materials to enrich his/her teaching effectiveness or the performance of administrative responsibilities. The President of the Connecticut State Colleges and Universities may grant sabbatical leave for a full year on half salary, or for a half year on full salary, or for such period and portion of salary as agreed to by the applicant and the President of Connecticut State Colleges and Universities

Section 2. Eligibility and Conditions

A. Eligibility

A professional staff member on tenure-track appointment shall become eligible for sabbatical leave after six (6) consecutive years of full-time service at a college. Such

professional staff member shall be considered for sabbatical leave during his/her sixth year of full-time service, but the sabbatical shall not commence until he/she has completed six years of service. Once the sabbatical leave has been taken, the professional staff member shall again become eligible for sabbatical leave after six (6) additional consecutive years of full-time service following the completion of the sabbatical.

(See side letter Re: Sabbaticals -Congress).

Full-time leave for professional development shall be considered as continuous service for sabbatical leave, but shall not be included as accumulated time required to qualify for sabbatical leave.

#### B. Conditions

The recipient of a sabbatical leave is permitted to receive other remuneration in the form of fellowships, assistantships, grants, honoraria or consultant fees. However, an individual on sabbatical leave is generally not expected to engage in paid employment elsewhere. Each applicant for sabbatical leave shall disclose, as part of his/her proposal, all anticipated remuneration including but not limited to, professional development and/or tuition reimbursement dollars and, if paid employment is involved, he/she shall describe the relationship of such employment to the purpose of the sabbatical leave as outlined in Section 1 above. Total compensation while on sabbatical leave shall normally not exceed the regular salary (base pay plus longevity) of the recipient plus expenses attributable to the leave. The recipient of a sabbatical leave must agree to return to the college for at least one year of full-time service following the expiration of the leave. Failure to return to the college for at least one year may result in forfeiture of any and all compensation due him/her and shall be considered a resignation not in good standing.

#### Section 3. Rights

Time on sabbatical leave at full or partial pay shall be considered as continuous service for longevity and retirement pursuant to the professional staff member's particular State-approved retirement plan. Time on sabbatical leave at less than full pay will be considered as full-time service for the purpose of determining years of service for longevity. All fringe benefits shall be continued during the period of the sabbatical leave. Upon completion of such leave, the professional staff member shall return to the same college at the same salary and rank he/she would have attained had he/she not taken such leave.

#### Section 4. Number

In each year of this Agreement, there shall be allocated a maximum of five (5) sabbaticals per academic year to be administered in accordance with applicable contract provisions.

#### Section 5. Sabbatical Leave Committee

At each college, there shall be a Sabbatical Leave Committee elected by the members of the bargaining unit(s). Only tenured employees or employees on tenure track

appointment at the college may serve as members of a Sabbatical Leave Committee. The size and composition of the committee shall be determined by mutual agreement. At merged campuses, subcommittees will be established consisting of representatives of each bargaining unit. Each subcommittee shall make the recommendation with respect to its own bargaining unit members. AFSCME members shall apply directly to the President for sabbaticals, unless they opt to apply to the committee.

The Sabbatical Leave Committee shall have the responsibility to review all applications for sabbatical leave and shall make recommendations to the President, listing in priority order applicants recommended for sabbatical leave at full pay, and separately, applicants recommended for sabbatical leave at half pay.

The operation of the Sabbatical Leave Committee shall be subject to the supervision of the President or his/her designee. The committee shall review the Connecticut State Colleges and Universities President guidelines for its work and shall keep a written record of the dates of all meetings, attendance at the meetings and materials considered. These records and materials shall be in the custody of the President or his/her designee. The committee shall not disclose its records or recommendations except as provided herein.

#### Section 6. Procedure

Applicants for sabbatical leave shall prepare a proposal for leave which describes the prospective activity, indicates the contribution it will make to the individual concerned and to the college, and addresses all other conditions set forth in Sections 1 and 2 above. By November 15<sup>th</sup> of the Fall semester of the year prior to the year in which the sabbatical would occur, the proposal shall be submitted to the College President on a form established by the employer. The deadline for submitting such proposals may be extended at the discretion of the College President.

The President shall seek the recommendations of the supervisor. In making his/her recommendation, the supervisor shall be guided only by the criteria contained in this Article. Prior to making his/her recommendation to the President, the supervisor shall meet with the applicant and discuss his/her intended recommendation.

Except for AFSCME bargaining unit members, the President shall also seek the recommendations of the Sabbatical Leave Committee, which shall be completed by December 15<sup>th</sup>. In making its recommendations, the committee shall be guided only by the criteria contained in Section 1 of this Article and shall proceed in the manner set forth in Section 5 above. By January 15<sup>th</sup>, the College President shall forward his/her recommendations to the Office of the President of the Connecticut State Colleges and Universities. Prior to making his/her recommendations, the College President or his/her designee shall meet and discuss his/her intended recommendations with the College Sabbatical Leave Committee. Where there are differences between the President and the committee, the committee may forward a statement of the reasons for its position to the President of the Connecticut State Colleges and Universities or his/her designee, with a copy to the College President.

The CSCU Sabbatical Leave Selection Committee shall then review college-approved sabbatical leave proposals and make a final decision on the approved system-wide list of these proposals by



February 1<sup>st</sup>. The President of the Connecticut State Colleges and Universities or his/her designee shall review and confirm the final decision of the CSCU Sabbatical Leave Selection Committee by February 15<sup>th</sup> and allocate such full-pay and half-pay sabbatical leaves in a manner that is consistent with this Article and with funds from College Operating Funds.

All applicants shall be entitled to know the formal recommendations at each level and the decision of the President of the Connecticut State Colleges and Universities or his/her designee by March 1<sup>st</sup>, which shall be final.

## **ARTICLE XVIII PROFESSIONAL DEVELOPMENT LEAVE**

### **Section 1. Full-Time Leave for Professional Development**

#### **A. Preamble**

Professional development funds are made available to reimburse employees for approved activities that relate to the bargaining unit member's responsibilities at the college. The following are examples that may be appropriate for approval:

- Tuition and fees for coursework relevant to the member's employment;
- Conference, seminar, and workshop fees relevant to the member's employment;
- Professional society membership relevant to the member's employment;
- Travel related to the above.

#### **B. Eligibility and Conditions**

Professional staff members are eligible for full-time leave for professional development after one year of service on a full-time standard appointment, subject to the following conditions:

- (1) the applicant's professional duties permit his/her absence for the period of time requested;
- (2) the leave is of value to the college; and
- (3) if with pay, there is no other remuneration to the professional staff member.

Full-time leave for professional development may be granted for up to one (1) year and the President of the Connecticut State Colleges and Universities may authorize an extension of the leave for an additional year.

#### **C. Rights**

Full-time leave for professional development shall be considered as continuous service for longevity (if leave for professional development, with pay, on a pro-rata basis), placement in the salary schedule and retirement pursuant to the individual's particular State retirement plan. All fringe benefits shall be continued during the period of full-time professional development leave, if with pay. All other terms and conditions of full-time leave of absence for professional development are to be agreed upon by the professional staff member concerned, who may request representation by the Congress. The final agreement shall be in writing.

#### D. Professional Development Committee

At each of the non-merged colleges, the Sabbatical Leave Committee shall also serve as a Professional Development Committee. At each merged college, the Congress subcommittee for Sabbatical Leave shall serve as the Professional Development Committee. The operation of the Professional Development Committee shall be subject to the supervision of the President or his/her designee.

The Professional Development Committee shall have the responsibility to review all applications for full-time leave for professional development and shall make recommendations to the President. The Professional Development Committee shall keep a written record of the dates of all meetings, attendance at meetings and materials considered. These records and materials shall be kept in the custody of the President or his/her designee. The committee shall not disclose its records or recommendations except as provided herein.

The committee shall make a recommendation to the President concerning the allocation of professional development money made available pursuant to this Agreement. The recommendation shall address the proportion of such professional development money to be utilized for short-term leave, partial leave and full-time leave. The recommendation of the subcommittee is advisory to the President whose decision is final.

#### E. Procedure

Applicants for full-time leave for professional development shall prepare a proposal for leave which describes the prospective activity and indicates the contribution it will make to the individual concerned and the college, utilizing a form established by the employer. This proposal shall be presented to the President six (6) months in advance of the requested leave.

The President shall seek the recommendation of the supervisor. In making this recommendation, the supervisor shall be guided only by the criteria contained in this Article. Prior to making his/her recommendation to the President, the supervisor shall meet with the applicant and discuss his/her intended recommendation with the applicant.

The President shall also seek the recommendation of the Professional Development Committee which shall be completed by December 15. In making its recommendation, this committee shall be guided only by the criteria contained in this Article. Prior to making his/her recommendations for professional development leave to the President of

the Connecticut State Colleges and Universities, the President or his/her designee shall meet and discuss his/her intended recommendations with the committee. Where there are differences between the President and the committee, the committee may forward a statement of the reasons for its position to the President of the Connecticut State Colleges and Universities, with a copy to the President.

In addition, the President may consult with and/or seek the recommendations of other representatives of the employer, provided, however, that the President shall inform persons under consideration of any formal recommendation process and any such recommendation shall be guided only by the criteria contained in this Article. Formal recommendations made to the President by other employees of the college shall be consistent with the following:

- i. Recommendations shall be limited to bargaining unit members for whom the management personnel have direct supervisory responsibility;
- ii. Management recommendations shall be guided by the criteria contained in this Article and management personnel shall give consideration to all materials specified and the recommendations of the supervisors and the Professional Development Committee.

The foregoing shall not be deemed to limit the right of the President to consult others as provided in this paragraph.

The professional staff member shall be entitled to know the formal recommendations at each level and the decision of the President, which shall be final.

Within ninety (90) days of receipt of the proposal, the President shall forward his recommendations to the President of the Connecticut State Colleges and Universities for final determination. The President of the Connecticut State Colleges and Universities shall act on the recommendations within sixty (60) days.

## Section 2. Short-Term Leave

The Board encourages professional staff members to attend appropriate professional meetings, conferences, and seminars consistent with the needs of the college. Leave for these purposes for a period of up to five (5) working days with pay may be granted by the President.

In the case of a denial of a request for short-term leave, the President or his/her designee shall meet with the individual concerned to discuss the reasons for the denial. The decision of the President or his/her designee shall be final.

Expenses incurred by the professional staff member may be reimbursed from funds made available under this Agreement.

## Section 3. Partial Leave

A.                    Definition and Purpose

Partial leave for professional development shall consist of released time or a reduced assignment. In the latter case, the staff member shall be paid a pro-rata salary for the portion of his/her assignment which remains after such leave has been granted. This leave may be granted for such purposes as study, research, or services as a consultant.

B.                    Eligibility and Conditions

Professional staff members are eligible for this leave after one (1) year of service on a full-time standard appointment, subject to the following conditions: (1) the applicant's professional duties permit his/her absence for the period of time requested; (2) the leave is of value to the college; and (3) in the case of released time, no additional remuneration is received by the professional staff member.

C.                    Denial and Meeting

In the case of a denial of a request for partial leave, the President or his/her designee shall meet with the individual concerned to discuss the reasons for the denial.

D.                    Funding

The cost of providing part-time replacements for unit members provided with released time hereunder shall be made from funds made available under this Agreement.

**ARTICLE XIX  
OTHER LEAVES**

Section 1.        Leave of Absence Without Salary

A. Leaves Unrelated to Medical or Family Leave

The President may grant a leave of absence without salary upon the request of a professional staff member for a period not to exceed two (2) years. Professional staff members are eligible for leave of absence without salary after two (2) years of full-time service on standard appointment, except that a leave for educational advancement may be granted after one (1) year of service. An individual who believes that his/her request for leave of absence without salary was unreasonably denied may forward his/her request with a statement of his/her position to the President of the Connecticut State Colleges and Universities. The decision of the President of the Connecticut State Colleges and Universities shall be final.

The terms and conditions of such a leave of absence shall be agreed upon by the President and the professional staff member concerned, who may be represented by the appropriate Union. The agreement shall be in writing.

Only leaves designated as educational leave without salary shall be considered as continuous service for retirement pursuant to the professional staff member's particular State-approved retirement plan. Insurance benefits for professional staff members on leaves under this

subsection shall be continued, if the professional staff member pays the full premiums for said benefits.

Sick leave shall accrue in any month in which a professional staff member is on a leave of absence without salary, on a pro-rata basis, calculated to the nearest quarter-day.

#### B. Medical, Parental and Family Leaves

Medical, parental and family leaves are available as follows:

##### (1) Medical Leave

(a) After exhaustion of accrued sick leave and upon establishment of the actual disability of a professional staff member who has two (2) or more years of service on standard appointments, such professional staff member shall be entitled to a medical leave without salary not to exceed two (2) years from the date sick leave accrual is or was exhausted (such exhaustion date to be determined without reference to sick leave days accrued after the disability commenced). Said leave shall include any leave pursuant to Section 31-51kk of the Connecticut General Statutes.

(b) After exhaustion of accrued sick leave and upon establishment of a serious illness, a permanent professional staff member who has more than six months of service shall be entitled to a medical leave without salary not to exceed a maximum of twenty-four (24) weeks in any two (2) year period.

##### (2) Parental Leave

(a) Parental leave without salary not to exceed two (2) years may be granted by the President to professional staff members after one (1) year of service on standard appointment. An individual who believes that his/her request for leave was unreasonably denied may forward his/her request with a statement of his/her position to the President of Connecticut State Colleges and Universities. The decision of the President of the Connecticut State Colleges and Universities shall be final.

(b) Such leave without salary shall be granted to permanent professional staff members after six (6) months of service for a period not to exceed a maximum of twenty four (24) weeks in any two (2) year period. As used in this Article, "parental leave" shall be defined as leave for the purpose of: (a) rearing a child for whom the professional staff member has legal responsibility; or (b) the prenatal and postnatal care of a wife.

##### (3) Family Leave

All permanent professional staff members after six (6) months of service shall be entitled to family leave without salary not to exceed a maximum of twenty-four (24) weeks in

any two (2) year period. As used in this Article, “family leave” shall be defined as a leave necessitated by a serious illness suffered by the permanent professional staff member’s own parent, spouse, or child.

(4) Benefits

(a) The employer shall pay for the continuation of health insurance benefits covered by Section 38-374 of the Connecticut General Statutes for professional staff members during parental leave under Section 1B(2)(b), above, family leave under Section 1B(3), above, and medical leave under Section 1B(1)(b), above. In order to continue any other health insurance coverage during such leaves, the professional staff member shall contribute that portion of the premium the professional staff member would have been required to contribute had he/she remained an active employee during the leave period.

(b) Sick leave shall accrue in any month in which a professional staff member is on medical, parental, or family leave of absence without salary on a pro rata basis calculated to the nearest quarter day. Service credits for accumulated seniority, retirement, fringe benefits (except as provided in subsection (4) (a) above) and other service credits (except sick leave) shall not accrue during the leave of absence with salary.

(5) Reinstatement

Upon the expiration of a medical leave under Section 1B(1)(b), above, parental leave under Section 1B(2)(b), above, or a family leave under Section 1B(3), above, the professional staff member shall be entitled to return to the professional staff member’s original job from which the leave of absence was provided or, if the original job is not available, to an equivalent position with equivalent pay, provided, however, that a professional staff member returning from medical leave who is unable to perform his/her original job shall be assisted by the Personnel Division of the Department of Administrative Services in finding other suitable work in State service.

Unless otherwise agreed upon the expiration of all other leaves under Section 1 of this Article, professional staff members shall be returned to work in the professional staff member’s original job, or , if the job is not available, to an equivalent position with equivalent pay.

(6) Definitions

For all purposes under this Article, “permanent professional staff member” shall be defined as to have the same meaning as the phrase “permanent employee” in Section 31-51kk of the Connecticut General Statutes, to wit: a bargaining unit employee who has served in his or her bargaining unit position for a period of more than six months, except employees in positions funded in whole or in part by the Federal Government as part of any public service employment program, on-the-job training program, or work experience program. “Serious illness” shall be defined as that phrase is defined in Section 31-51kk of the Connecticut General Statutes to wit: an illness, injury, impairment, or physical or mental condition that involved (1) inpatient care in a hospital, hospice, or residential care facility or (2) continuing treatment or continuing

supervision by a health care provider.

## Section 2. Sick Leave

### A. Entitlements and Conditions

All full-time professional staff members accrue sick leave with pay for continuous service at the rate of one and one-quarter days per calendar month from the date of initial employment. All part-time professional staff members in the bargaining unit accrue sick leave with pay for continuous service from the date of initial employment at the rate of one and one-quarter days per calendar month multiplied by the following fraction: the number of hours worked per week divided by 35. Earned sick leave is granted to a professional staff member who is incapacitated for duty. However, if a faculty member is unable to fulfill her/his obligations to the college for a period of time that encompasses the end of an academic semester, there shall be no charge to a sick leave balance for days following the date on which grades are due or the date on which the semester ends, whichever is sooner.

An acceptable medical certificate is required to substantiate a request for sick leave in the following situations: any period of absence of more than five (5) consecutive working days; sick leave during annual vacation; leave of any duration if absence from duty recurs frequently or habitually, provided that the employee has been notified that a certificate will be required; leave of any duration when evidence indicates reasonable cause for requiring such a certificate. Sick leave shall be calculated in quarter-day units.

### B. Compensation at Retirement

Upon retirement, pursuant to Chapter 66 or 167a of the Connecticut General Statutes, a professional staff member shall be compensated at the rate of one-fourth of her/his daily salary for each day of sick leave standing to her/his credit as of his/her last day on the active payroll, up to a maximum of 240 days.

### C. Retention of Accrued Sick Time

Unit members whose services are terminated pursuant to Article XIII shall have accrued sick leave credited upon reinstatement within two (2) years of the date of termination.

### D. Emergency Sick Leave

Effective March 31<sup>st</sup> of each year of this agreement, all bargaining unit members not currently in the sick leave bank shall automatically be enrolled and contribute three (3) days of accrued sick leave to the bank. Days contributed to the bank shall thereafter be allocated to employees with catastrophic or extended long term illness.

Bargaining unit members with a sick leave balance of 105 hours or more on March 31st will have these three (3) days deducted effective immediately. Employees with less than a 105 hours sick leave balance on March 31st, will have one (1) day each deducted quarterly with all three (3) days deducted no later than the end of the calendar year. New hires will have one (1) day deducted in each of the 9th, 10th and 11th month accruals.

To be eligible for allocation of sick days from the bank, an employee must meet the following conditions:

- (a) Membership in the bank;
- (b) Exhaustion of all personal sick leave, personal, or vacation leave and any other compensatory time due;
- (c) The illness or injury is not covered by worker's compensation or such benefit has been exhausted;
- (d) An acceptable medical certificate supporting the absence is on file;
- (e) The bank is not depleted.

Days shall be allocated by a joint committee of four members, two designated by the Congress, two by the Employer. This Committee shall have full authority to grant benefits and administer the program in accordance with guidelines outlined above; in addition, the committee may by agreement provide for additional opportunities for contribution to the bank. Time off without loss of pay or benefits may be granted, as necessary, to members of the committee to attend meeting to administer this program.

Unused days shall be carried over from year to year and shall not lapse.

The actions or non-actions of this committee shall in no way be subject to collateral attack or the grievance/arbitration process. The panel shall not be considered a State agency, board, or any other subdivision of the Employer. No requests shall be conducted as contested cases or otherwise be subject to the Uniform Administrative Procedure Act.

Upon retirement, bargaining unit members who have accrued in excess of 240 days of sick leave, shall have those days over 240 added to the sick bank.

### Section 3. Special Leave

#### A. Conditions

Special leave is leave for personal emergencies which is to be charged to sick leave. It shall be calculated in quarter-day units.

#### B. Purpose

Special leave shall be granted for the following reasons: (1) dental, medical, or eye examination or treatment for which arrangements cannot be made outside of working hours; (2) when presence at work will expose others to contagious diseases; (3) in the event of death in the immediate family, when as much as five working days' leave with pay shall be granted (immediate family means spouse, father, mother, sister, brother, or child, or any other relative who is domiciled in the professional staff member's household); (4) if critical illness or severe injury in the immediate family or household creates an emergency which requires the attendance or aid of the professional staff member, when up to five working days' leave with pay in a



calendar year shall be granted. The President may also grant necessary time, not to exceed in the aggregate a total of three working days' leave per calendar year, to fulfill the obligations of traveling to, attending, and returning from funerals of persons other than members of the immediate family. Special leave shall be contingent upon the availability of earned sick leave and charged against sick leave.

#### Section 4.      Personal Leave

##### A. Entitlement

Each full-time member of the professional staff who has served in a position for a minimum of six months shall be granted three days' personal leave of absence with pay in each calendar year.

Each part-time member of the professional staff who has served in a position for a minimum of six months shall be granted one and one-half days' personal leave of absence with pay in each calendar year.

##### B. Purpose and Conditions

Personal leave of absence shall be for the purpose of conducting private affairs, including observance of religious holidays, and shall not be deducted from vacation or sick leave credits. Personal leave of absence days not taken in the calendar year in which they are granted shall not be accumulated. Except in an emergency situation, professional staff members shall give at least three working days' notice to the appropriate management representative and should take personal leave of absence on days and in a manner which is least disruptive of the instructional program and the educational progress of students. To facilitate this consideration, personal leave days shall be calculated in half-day units.

#### Section 5.      Leave for Civil Obligations

##### A. Military Leave

A professional staff member who is a member of the armed forces of the State or of any reserve component of the United States and is required to undergo active duty or field training therein shall be entitled to a leave of absence with pay for a period not exceeding three calendar weeks of such active duty or field training. Military leave shall not be charged against the annual vacation.

A professional staff member who has served in a full-time position for more than six (6) months and who has left the employ of the Community Colleges in order to serve in the armed services is eligible for reinstatement according to the provisions of Section 5-255 (C) of the Connecticut General Statutes.

##### B. Jury Duty

Professional staff members who are summoned to court to perform jury duty or who are subpoenaed to attend court or board hearings to testify in matters in which they have no personal or pecuniary interest shall suffer no loss of salary thereby, but they shall be required to remit to the employer any sums of money received in compensation for such duty or attendance.

#### Section 6.      Maternity Leave for Childbearing Disability and Childrearing

A. Entitlement to Childbearing Disability Leave

Disabilities caused or contributed to by pregnancy, abortion, miscarriage, childbirth, and recovery there from ("childbearing disabilities") shall be treated like another temporary disability. At the option of a professional staff member, vacation leave or portions thereof may be utilized for childbearing disabilities after the exhaustion of sick leave accruals, provided, however, that a professional staff member, solely at her discretion, may request an unpaid childbearing disability leave in order to retain her accrued sick leave. In such a case, the professional staff member may utilize vacation leave or portions thereof or the childbearing disability leave prior to exhaustion of her accrued sick leave.

B. Conditions

Sick leave may be utilized for any such period of childbearing disability, provided that the employer may require that a medical doctor certify that any period in excess of five (5) days to which sick leave is applied is medically necessary as a result of or to recover from childbearing disability.

In addition, the employer recognizes the right of professional staff members to leave as follows:

After all employee-designated sick and vacation leave have been exhausted, a professional staff member shall be granted, upon request, a leave of up to twelve (12) months without salary (including the 24-week leave provided for in Section 5-248a of the Connecticut General Statutes) for childbearing disability which extends beyond accumulated sick leave, provided, however, that a professional staff member who has elected to retain her sick leave pursuant to Section 6A of this Article, above, shall be entitled to retain her accumulated sick leave. Further, at the end of a childbearing disability leave, a professional staff member shall be granted, upon request, a leave of up to twelve (12) months without salary (including the 24-week leave provided for in Section 5-248a of the Connecticut General Statutes) for childrearing. Adjustments in the duration of the leave may be made by mutual agreement between the President and the professional staff member concerned to insure that such leave is least disruptive of the instructional program of the college and the educational progress of students, provided, however, that the President shall not have authority to reduce such leave below twenty- four (24) weeks, in combination with other such medical leaves taken within a two-year period (commencing with the first day of leave of the first such leave within the period). Time on such leave shall be considered as continuous service for purposes of sabbatical leave, but shall not be included as accumulated time required to qualify for sabbatical leave.

C. Reinstatement

Provided that the professional staff member shall return to service no later than twelve months from the beginning of leave without salary for disability or childrearing, subject to the adjustments stipulated in Section 6B above, she shall be restored, subject to any provisions on staff reductions, to the same job or to an equivalent position with the same seniority, salary, retirement and fringe benefits, and other service credits which she had attained at the time such leave was granted, plus the appropriate increase in benefits accorded to persons of that rank and salary and any and all improvements in fringe benefits established through negotiations between the Union and the Board during the period of such leave.

For up to twelve (12) months from the beginning of leave without salary for disability or childrearing, part-time return to service may be arranged by mutual agreement between the professional staff member concerned and the President of the college, subject to the following: in the case of an employee holding a special appointment or a standard appointment which has not been renewed in accordance with Article IX, Section 3, a leave shall not extend beyond, and provisions for reemployment shall not apply beyond, the termination date of the appointment unless the employer agrees in writing to such an extension.

D. Benefits While on Leave Without Salary

The employer shall pay for continuation of a professional staff member's health insurance benefits during any childbearing disability leave with salary. Upon commencement of childrearing leave without salary, the employer shall pay for continuation of a professional staff member's health insurance benefits for a period of up to 24 weeks in any two (2) year period.

A professional staff member may continue health insurance benefits at her own expense for any period of childrearing leave without salary which extends beyond 24 weeks in any two (2) year period.

Childbearing disability and childrearing leave without salary shall be considered as continuous service for retirement pursuant to the professional staff member's particular State-approved retirement plan and for accumulation of sick leave. Service credits for seniority, fringe benefits, and other service credits (except sick leave) shall not accrue during leave without salary.

Section 7. Miscellaneous Leave Provisions

Professional staff members who are transferred into the Community College System shall not be deprived of sick, vacation, and special leave privileges previously earned in another Connecticut state agency.

## **ARTICLE XX HOLIDAYS AND VACATIONS**

### **Section 1. Holidays**

Each year, all professional staff members shall be granted time off with pay for the following 12 holidays:

New Year's Day	Independence Day
Martin Luther King Day	Labor Day
Lincoln's Birthday	Columbus Day
Washington's Birthday	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Christmas Day

(See side letter Re: Day After Thanksgiving.)

If a professional staff member is required to work on a holiday, or if a holiday falls on a day on which he/she is not regularly scheduled to work, he/she shall be granted equivalent time off. Such time off must be utilized within one (1) year.

### **Section 2. Vacations**

#### **A. Entitlement**

- (1) After six (6) months of continuous employment in State service, full-time professional staff members employed on a 10-month basis are entitled to a total of 18.3 working days of vacation accrued at the rate of 1.83 days per calendar month of service.
- (2) After six (6) months of continuous employment in state service, part-time professional staff members employed on a 10-month basis are entitled to vacation accrued at the rate of 1.83 days per calendar month of service multiplied by the following fraction: the number of hours worked per week divided by 35.
- (3) After six (6) months of continuous employment in state service, full-time professional staff members employed on a 12-month basis are entitled to a total of 22 working days of vacation each calendar year accrued at the rate of 1.83 days per calendar month of service.
- (4) After six (6) months of continuous employment in State service, part-time professional staff members employed on a 12-month basis are entitled to vacation accrued at the rate of 1.83 days per calendar month of service multiplied by the following fraction: the number of hours worked per week divided by 35.

#### **B. Conditions**

- (1) Vacation days taken by professional staff members are subject to prior approval by the President of the college. It is expected that professional staff will take a

minimum of three weeks vacation each calendar year.

However, in extenuating circumstances, vacation days may be carried over into a new calendar year with the written approval of the President of the college, which approval shall not be unreasonably withheld, but may not be accumulated to a total of more than 120 days.

(2) Vacation days do not accrue during any month in which a professional staff member is on leave of absence without salary for more than five (5) days.

C. Adjustments on Termination

(1) If a professional staff member has taken more vacation days than would have been accrued at the rate specified in Section 2A above, the college shall, on termination, deduct from his/her pay the value of vacation days taken in excess of the amount accrued.

(2) Any eligible professional staff member leaving state service shall receive a lump sum payment for accrued but unused vacation time, except that all professional staff members who have been notified of termination of their appointment are required to use all accumulated vacation time prior to expiration of the final appointment year unless other arrangements are specifically authorized in writing by the college President, which authorization shall not be unreasonably withheld.

## **ARTICLE XXI SALARY AND FRINGE BENEFITS**

### Section 1.     Salary

#### A.   General Wage Increase

Except as provided otherwise in subsection B of this Section, any general wage increase provided in this subsection shall be added to and become part of the base salaries of members of the bargaining unit and shall be additional to the annual salaries to which bargaining unit members are entitled. During the term of this Agreement, members of the bargaining unit shall receive general wage increases as follows:

Effective July 1, 2016, Bargaining unit members shall receive a one-time professional development grant payment from respective bargaining unit grievance/ equity accounts. Said amounts shall be determined by the respective bargaining units and subject to management approval which shall not be unreasonably withheld. Said grant payments shall be paid no later than September 1, 2017.

Effective July 1, 2017, there shall be no wage increases (0%). Three (3) furlough days to be scheduled by mutual agreement with no harm to seniority or accruals. The cost of the three (3) furlough days shall be charged to the corresponding bargaining units' grievance/ equity accounts. The specific amounts shall be subject to mutual agreement, but in no event, shall it be unreasonably withheld.

Effective July 1, 2018, lump sum payments shall be processed consistent with 2017 SEBAC Agreement.

Effective July 1, 2019, a 3.5% General Wage Increase plus a step increase shall be processed.

:Effective July 1, 2020, a 3.5% General Wage Increase plus a step increase shall be processed.

All wage/ non-wage and miscellaneous rates of pay including longevity shall be increased consistent with the wage schedule above. (Longevity, coaches, part-time lecturer, part time EA, part time nursing, nursing/dental course leader, program coordinators (cash), department chairs (cash), PC/DC call in rates, payments in lieu of additional teaching).

Top step bonuses shall be paid to those members at the top step effective July 1, 2016 and charged (66%) to the respective bargaining units' grievance/equity accounts. Top step bonuses shall be paid to those members at the top step effective July 1, 2017 and charged (66%) to the respective bargaining units' grievance/equity accounts. Top step bonuses will then be paid in accordance with SEBAC 2017.

#### B.   Salary Schedules

The salary schedules for FY2016-17, FY2017-18, FY2018-19, FY2019-20 and FY2020-21 shall be as set forth in Schedule C.

C. Withholding of Increments

It is recognized that the Board may withhold salary increments if it can demonstrate that its decision is not arbitrary, capricious, or unreasonable.

D. Increase in Gross Payroll.

The increase in the Gross Payroll resulting from increases per Article XXI, Section 1.G. (1) and (2), above shall be equal to, and the “roll-out” into the next fiscal year shall not exceed, the cash value for that fiscal year.

Section 2. Longevity

Professional staff members in the bargaining unit shall continue to receive semi-annual payments in addition to salary according to Schedule A.

Such semi-annual longevity lump-sum payments shall be made during the months of April and October of each year except that a retired employee shall receive, during the month immediately following retirement, a prorated payment based on the proportion of the six-month period served prior to the effective date of his/her retirement.

Section 3. Reclassification of Administrator, Counselor, Librarian

For the purposes of reclassification pursuant to the Side Letter re: Salary/Grade Placement, or otherwise, the value of a step shall be the average of all steps in that salary group. (See Schedule D.)

Section 4. Insurance and Retirement Benefits

A. Retirement

(1) Entitlement

The present retirement plans provided by the Pension Agreement and the Connecticut General Statutes shall be continued for members of the bargaining unit.

(2) Salary Pay-Out for 10-Month Staff

Any individual on a 10-month appointment who has completed the work obligations of his/her appointment period and who retires after May but before September 1, shall receive, upon retirement, pursuant to Chapter 66, credit for the entire appointment year and the remaining bi-weekly payments due for the entire appointment year, together with any amounts held back previously.

B. Individual Retirement Annuities

Benefits shall be made available on a voluntary basis to eligible professional staff members, as provided in Section 5-264 of the Connecticut General Statutes, whereby under certain conditions the Board of Regents for Higher Education may enter into an agreement involving purchase of an individual retirement annuity contract that will qualify for income tax benefits.

C. Medical Insurance

The State shall continue in force the health insurance coverage described in the Agreement between the State and SEBAC 2017.

D. Group Life Insurance

Group life insurance shall be available to principal bargaining unit members at the same rate and coverage limits as provided to non-bargaining unit state employees under Sec. 5-257 of the Connecticut General Statutes.

In addition, any principal bargaining unit member shall be permitted to purchase group life insurance in excess of what the current plan permits up to a maximum of \$50,000, provided the member shall pay the full cost for the difference in premium under the terms and conditions governing such purchases under the policy in effect on the date of said insurance purchase.

Section 5.      Workers' Compensation

A. Workers' Compensation Coverage and Payments

Where an employee has become temporarily totally disabled as a result of illness or injury caused directly by his/her employment, or sustained in the course of his/her employment, said employee may, pending final determination as to the employee's eligibility to receive workers' compensation benefits, charge said period of absences to existing leave accounts. Where a determination is made supporting the employee's claim, State authorities shall take appropriate steps to rectify payroll and leave records in accordance with said determination. Upon final and non-appealable decision by appropriate State authority that an employee is entitled to receive workers' compensation benefits, said employee shall receive his/her first payment no later than four (4) weeks following such determination. Accrued leave time may be used to supplement workers' compensation payments up to but not beyond the regular salary.

B. Extended Benefits

The benefits of Section 5-142, Paragraph A of the Connecticut General Statutes shall continue to be applicable to the extent, if any, that said provision may have been applicable prior to the effective date of this Agreement.

C. Insurance

The State will continue to provide benefits and coverage pursuant to Sections 5-142(a) and (b) of the Connecticut General Statutes. The employer will continue to pay the applicable current contributions for life insurance and hospital and medical insurance for the period of time the employee is on a work-related disability leave under Paragraph A of this Section.

Section 6.      Travel Expenses and Reimbursements

- A. Within funds appropriated to the Board, the Board shall have full authorization to allocate funds for travel and to authorize the expenditure of such funds for out-of



–State travel under the authority of the President of the Connecticut State Colleges and Universities or his/her designee.

- B. An employee who is required to use his/her personal vehicle in the performance of duty shall be reimbursed at the GSA rate subject to the following limitation that no mileage reimbursement shall be paid for travel 10 miles or less per week.
- C. Employees shall be notified of the minimum insurance requirements prior to using their personal vehicles in the performance of duties.

Reimbursement for meal expenses while bargaining unit members are traveling on business of the college/system shall be the actual receipted amount spent on meals, but not to exceed \$100 a day.

In addition, a \$5.00 lump-sum payment may be provided if authorized out-of- State travel is for a period of two full working days. The same amount may be authorized for each additional two full working-day periods.

D. Bargaining unit members who teach/work at more than one college or at a location more than ten (10) miles from the home campus shall receive a five hundred dollar (\$500.00) stipend per semester.

#### Section 7. Death Benefit

Upon the death of an employee who has completed ten (10) years of State service, the employer shall pay to the beneficiary one-fourth (1/4) of the deceased employee's daily salary for each day of sick leave accrued to his/her credit as of his/her last day on the active payroll up to a maximum payment equivalent to sixty (60) days' pay.

#### Section 8. Tuition Waiver

In addition to the waiver of tuition and fees permitted under Chapter 185b, Section 10a-77 of the Connecticut General Statutes, the Board may waive tuition and fees for bargaining unit members, emeriti, and their spouses and dependent children at all colleges in the Community College System.

Waivers of fees for noncredit course offerings and for extension credit course offerings may be granted on a space-available basis, in the discretion of the employer, to principal bargaining unit members and to their spouses and dependent children. Waivers may be granted to bargaining unit members only where the course is offered outside of the employee's regularly scheduled work day, except that where a course is job-related and the employee's supervisor approves his/her release for this purpose, the course may be taken during the member's regularly scheduled work day. The parties agree that the employer will determine on a case-by-case basis the courses to which the waiver may apply as well as the administrative processes to be used in the implementation of this benefit. The decision of the employer whether or not to grant a waiver shall be final and not subject to grievance or arbitration.

Community College tuition and fee waivers are limited to in-state tuition, the application fee, program enrollment fee, college service fee, and student activity fee.

Community College part-time and full-time bargaining unit members, emeriti, and their spouses and dependent children can apply the cash value of their community college in-state tuition and fee waiver to universities throughout the CSCU System with the exception of Charter Oak State College.

The cash value of a Community College tuition and fee waiver will equate to the total amount of in-state Community College tuition and college service fee per the number of registered credit hours. The maximum cash value for principal bargaining unit members, emeriti, their spouses, and dependent children per semester will equate to a full-time load of twelve (12) or more credit hours. The maximum cash value for part-time bargaining unit members, their spouses and dependent children will equate to one 3-credit course per semester during the period they are working. The cash value equivalent for Community College tuition and fee waivers will be adjusted to align with changes in community college in-state tuition and fees.

The cash value of the Community College tuition and fee waiver can be applied to graduate-level courses for those Community College employees/emeriti, their spouses, and dependents who are academically eligible for graduate classes.

Section 9.     No Lapses

No money provided in Appendix C (Miscellaneous Salary and Funding Provisions), and in the prior agreements, shall lapse if not disbursed or expended during any fiscal year. This provision shall supersede any conflicting State statute or regulation.

**ARTICLE XXII**  
**ACCOUNTING OF BENEFITS**

Each member of the bargaining unit shall be provided before March 1 with a written accounting as of January 1 of each year setting forth the member's current status on the following items:

- (1) amount of cumulative annual vacation and sick leave
- (2) current salary
- (3) longevity payment
- (4) effective date of current appointment
- (5) termination date for members on special appointments
- (6) date of initial appointment

**ARTICLE XXIII  
EXTENT OF AGREEMENT**

Except as expressly provided to the contrary, the parties hereto agree that they have fully bargained with respect to wages, hours, and other conditions of employment and that the understandings and agreements arrived at by the parties are set forth in this contractual Agreement and shall constitute the sole Agreement between the parties for the duration thereof.

Therefore, for the life of this Agreement, each of the parties voluntarily and unqualifiedly waives the right and agrees that the other shall not be obliged to bargain collectively with respect to any subject or matter not specifically referred to, covered in or reserved by this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

**ARTICLE XXIV  
SAVINGS CLAUSE**

In the event any Article, Section, or portion of this Agreement should be declared unlawful by any court of competent jurisdiction, such decision shall be held to apply only to the specific Article, Section or portion thereof specified in the court's decision. Upon issuance of such a decision, the Board and the Union agree to immediately negotiate a substitute for the invalidated Article, Section or portion thereof.

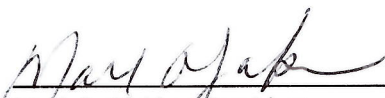
**ARTICLE XXV  
TERM AND DURATION OF AGREEMENT**

Section 1. This Agreement shall be effective July 1, 2016, and shall expire June 30, 2021.

Section 2. The parties have agreed to a reopener as more fully described in the Supplemental Letters of Agreement.

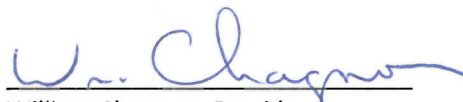
**SIGNATURES OF THE PARTIES TO THIS AGREEMENT**

**BOARD OF REGENTS  
FOR HIGHER EDUCATION**



Mark E. Ojakian, President  
Board of Regents for Higher Education  
Connecticut State Colleges and Universities

**AFSCME, LOCAL 2480**



William Chagnon, President  
AFSCME, Local 2480

## SCHEDULE A LONGEVITY SCHEDULE AND CATEGORIES

### 2017-18 and 2018-19 Congress & AFSCME Longevity Schedule

	Category	Longevity				25 years or	
		Base	10-14 Years	15-19 Years	20-24 Years	More	
<b>Professor</b>	I	\$ 2,972	\$ 743	\$ 1,486	\$ 2,229	\$ 2,972	
	II	\$ 2,304	\$ 576	\$ 1,152	\$ 1,728	\$ 2,304	
<b>Assoc Prof</b>	III	\$ 2,040	\$ 510	\$ 1,020	\$ 1,530	\$ 2,040	
<b>Assist Prof</b>	IV	\$ 1,812	\$ 453	\$ 906	\$ 1,359	\$ 1,812	
<b>Instructor</b>	V	\$ 1,548	\$ 387	\$ 774	\$ 1,161	\$ 1,548	
	VI	\$ 1,340	\$ 335	\$ 670	\$ 1,005	\$ 1,340	
	VII	\$ 1,160	\$ 290	\$ 580	\$ 870	\$ 1,160	
	VIII	\$ 1,004	\$ 251	\$ 502	\$ 753	\$ 1,004	

### 2019 - 20 Congress & AFSCME Longevity Schedule

	Category	Longevity				25 years or	
		Base	10-14 Years	15-19 Years	20-24 Years	More	
<b>Professor</b>	I	\$ 3,135	\$ 784	\$ 1,568	\$ 2,352	\$ 3,135	
	II	\$ 2,431	\$ 608	\$ 1,215	\$ 1,823	\$ 2,431	
<b>Assoc Prof</b>	III	\$ 2,152	\$ 538	\$ 1,076	\$ 1,614	\$ 2,152	
<b>Assist Prof</b>	IV	\$ 1,912	\$ 478	\$ 956	\$ 1,434	\$ 1,912	
<b>Instructor</b>	V	\$ 1,633	\$ 408	\$ 817	\$ 1,225	\$ 1,633	
	VI	\$ 1,414	\$ 353	\$ 707	\$ 1,060	\$ 1,414	
	VII	\$ 1,224	\$ 306	\$ 612	\$ 918	\$ 1,224	
	VIII	\$ 1,059	\$ 265	\$ 530	\$ 794	\$ 1,059	

### 2020 -21 Congress & AFSCME Longevity Schedule

	Category	Longevity				25 years or	
		Base	10-14 Years	15-19 Years	20-24 Years	More	
<b>Professor</b>	I	\$ 3,308	\$ 827	\$ 1,654	\$ 2,481	\$ 3,308	
	II	\$ 2,564	\$ 641	\$ 1,282	\$ 1,923	\$ 2,564	
<b>Assoc Prof</b>	III	\$ 2,271	\$ 568	\$ 1,135	\$ 1,703	\$ 2,271	
<b>Assit Prof</b>	IV	\$ 2,017	\$ 504	\$ 1,008	\$ 1,513	\$ 2,017	
<b>Instructor</b>	V	\$ 1,723	\$ 431	\$ 861	\$ 1,292	\$ 1,723	
	VI	\$ 1,491	\$ 373	\$ 746	\$ 1,119	\$ 1,491	
	VII	\$ 1,291	\$ 323	\$ 646	\$ 968	\$ 1,291	
	VIII	\$ 1,117	\$ 279	\$ 559	\$ 838	\$ 1,117	

**Congress/AFSCME Longevity Categories**

<b>Category I</b>	CCP21 (12 month) and above
<b>Category II</b>	Professor CCP21 (10 month) CCP20 (10, 11, 12 month) CCP19 (12 month)
<b>Category III</b>	Associate Professor CCP19 (10, 11 month) CCP18 (12 month)
<b>Category IV</b>	Assistant Professor CCP18 (10 month) CCP17 (12 month) CCP16 (12 month)
<b>Category V</b>	Instructor CCP17 (9 and 10 month) CCP16 (10 month) CCP15 (12 month) CCP14 (12 month)
<b>Category VI</b>	CCP 15 (10 month) CCP14 (10 month) CCP13 (12 month) CCP12 (12 month)
<b>Category VII</b>	CCP13 (10 month) CCP12 (10 month) CCP11 (12 month) CCP10 (12 month)
<b>Category VIII</b>	CCP11 (10 month) CCP10 (10 month) CCP9 (10 and 12 month) CCP8 (9, 10, and 12 month)

**SCHEDULE B**  
**TABLE OF RANK AND MINIMUM**

**QUALIFICATIONS<sup>3</sup>**

Classification	Minimum Qualifications Approved by the Board of Regents <sup>4</sup>	Standard Equivalencies
<b>TEACHING FACULTY</b>		
Professor	Master's and 10 years	6 <sup>th</sup> and 9 years Doctorate and 8 years
Associate Professor	Master's and 7 years	6 <sup>th</sup> and 6 years Doctorate and 5 years
Assistant Professor	Master's and 4-6 years	6 <sup>th</sup> and 3 years Doctorate and 2 years
Instructor	Master's and 0-2 years	6 <sup>th</sup> year

**ADMINISTRATORS, COUNSELORS, LIBRARIANS AND NON-TEACHING PROFESSIONALS**

CCP 8	1-2 years	Associate's
CCP 9	1-2 years	Associate's
CCP 10	2-3 years	Associate's and 0-1 year
CCP11	2-3 years	Associate's and 0-1 year
CCP 12	Associate's and 0-2 years	Bachelor's
CCP 13	Associate's and 0-3 years	Bachelor's and 0-1 year
CCP 14	Bachelor's and 0-3 years	Master's and 0-1 year
CCP 15	Bachelor's and 1-4 years	Master's and 0-2 years
CCP 16	Bachelor's and 1-4 years	Master's and 0-2 years
CCP 17	Bachelor's and 2-5 years	Master's and 0-3 years
CCP 18	Master's and 1-4 years incl. 0-2 years supv.	6 <sup>th</sup> and 1-3 years incl. 0-2 supv.
CCP 19	Master's and 2-5 years incl. 0-2 years supv.	6 <sup>th</sup> and 1-4 years incl. 0-2 supv.
CCP 20	Master's and 3-6 years incl. 1-3 years supv.	6 <sup>th</sup> and 2-5 years incl. 1-3 supv.; Doctorate and 1-4 yrs. Incl. 1-3 supv.
CCP 21	Master's and 4-7 years incl. 2-4 years supv.	6 <sup>th</sup> and 3-6 years incl. 2-4 supv.; Doctorate and 2-5 yrs. Incl. 2-4 supv.
CCP 22	Master's and 4-7 years incl. 2-4 years supv.	6 <sup>th</sup> and 3-6 years incl. 2-4 supv.; Doctorate and 2-5 yrs. Incl. 2-4 supv.

<sup>3</sup> These are the minimum qualifications established by the Board on October 16, 1989 for each classification. The Board action also authorized the President of the Connecticut State Colleges and Universities to establish specific minimums for each type of position assigned to that classification and to establish qualifications less than the minimum in order to meet market conditions.

<sup>4</sup> Job experience required for CCP 14 and below may be at the paraprofessional level; for CCP 15 and above, experience must be at the professional level. Supervisory experience is required only for supervisory positions.

## SCHEDULE C

### SALARY SCHEDULES

#### Administrators, Counselors and Librarians

#### ACL 12 Month Contract - FY2017

	Step																			Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
8	\$34,142	\$35,282	\$36,432	\$37,596	\$38,769	\$39,958	\$41,157	\$42,366	\$43,591	\$44,826	\$46,072	\$47,330	\$48,601	\$49,887	\$51,184	\$52,494	\$53,821	\$55,157	\$56,506	\$1,242	\$1,050
9	\$35,419	\$36,595	\$37,783	\$38,986	\$40,199	\$41,424	\$42,661	\$43,909	\$45,171	\$46,445	\$47,731	\$49,033	\$50,346	\$51,672	\$53,012	\$54,365	\$55,730	\$57,110	\$58,504	\$1,282	\$1,050
10	\$36,882	\$38,112	\$39,353	\$40,607	\$41,875	\$43,154	\$44,448	\$45,755	\$47,073	\$48,406	\$49,751	\$51,110	\$52,483	\$53,867	\$55,267	\$56,681	\$58,108	\$59,550	\$61,006	\$1,340	\$1,050
11	\$38,681	\$39,965	\$41,266	\$42,578	\$43,902	\$45,242	\$46,594	\$47,958	\$49,337	\$50,730	\$52,134	\$53,556	\$54,992	\$56,441	\$57,904	\$59,383	\$60,874	\$62,383	\$63,907	\$1,401	\$1,155
12	\$40,681	\$42,039	\$43,410	\$44,794	\$46,191	\$47,605	\$49,032	\$50,472	\$51,928	\$53,398	\$54,883	\$56,381	\$57,894	\$59,424	\$60,970	\$62,530	\$64,107	\$65,699	\$67,307	\$1,479	\$1,155
13	\$43,039	\$44,473	\$45,924	\$47,387	\$48,867	\$50,358	\$51,866	\$53,390	\$54,928	\$56,484	\$58,054	\$59,638	\$61,241	\$62,857	\$64,491	\$66,141	\$67,808	\$69,491	\$71,191	\$1,564	\$1,260
14	\$45,787	\$47,312	\$48,851	\$50,407	\$51,979	\$53,567	\$55,170	\$56,788	\$58,422	\$60,073	\$61,741	\$63,426	\$65,127	\$66,845	\$68,580	\$70,334	\$72,105	\$73,894	\$75,701	\$1,662	\$1,260
15	\$49,516	\$51,169	\$52,837	\$54,522	\$56,225	\$57,941	\$59,676	\$61,428	\$63,201	\$64,989	\$66,796	\$68,620	\$70,460	\$72,324	\$74,201	\$76,099	\$78,018	\$79,955	\$81,911	\$1,800	\$1,365
16	\$53,774	\$55,566	\$57,376	\$59,203	\$61,050	\$62,914	\$64,797	\$66,700	\$68,621	\$70,561	\$72,521	\$74,500	\$76,498	\$78,518	\$80,557	\$82,616	\$84,697	\$86,797	\$88,918	\$1,952	\$1,365
17	\$58,035	\$59,975	\$61,931	\$63,907	\$65,904	\$67,920	\$69,958	\$72,015	\$74,092	\$76,191	\$78,309	\$80,450	\$82,613	\$84,796	\$87,002	\$89,229	\$91,477	\$93,751	\$96,048	\$2,112	\$1,470
18	\$63,093	\$65,199	\$67,327	\$69,477	\$71,647	\$73,839	\$76,053	\$78,289	\$80,548	\$82,831	\$85,134	\$87,460	\$89,812	\$92,186	\$94,584	\$97,004	\$99,451	\$101,921	\$104,416	\$2,296	\$1,470
19	\$68,419	\$70,699	\$73,003	\$75,331	\$77,683	\$80,056	\$82,455	\$84,873	\$87,319	\$89,789	\$92,285	\$94,803	\$97,348	\$99,916	\$102,513	\$105,134	\$107,783	\$110,458	\$113,160	\$2,486	\$1,575
20	\$74,544	\$77,028	\$79,538	\$82,073	\$84,633	\$87,218	\$89,829	\$92,468	\$95,132	\$97,821	\$100,539	\$103,285	\$106,058	\$108,858	\$111,684	\$114,541	\$117,426	\$120,339	\$123,281	\$2,708	\$1,575
21	\$80,933	\$83,630	\$86,355	\$89,105	\$91,884	\$94,690	\$97,523	\$100,388	\$103,280	\$106,200	\$109,150	\$112,129	\$115,139	\$118,176	\$121,246	\$124,345	\$127,477	\$130,638	\$133,831	\$2,939	\$1,575
22	\$88,384	\$91,329	\$94,305	\$97,311	\$100,347	\$103,410	\$106,507	\$109,634	\$112,793	\$115,981	\$119,204	\$122,458	\$125,743	\$129,063	\$132,416	\$135,801	\$139,222	\$142,677	\$146,167	\$3,210	\$1,575

**Administrators, Counselors and Librarians**

**ACL 12 Month Contract - FY2018**

	Step																				Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
8	\$34,142	\$35,282	\$36,432	\$37,596	\$38,769	\$39,958	\$41,157	\$42,366	\$43,591	\$44,826	\$46,072	\$47,330	\$48,601	\$49,887	\$51,184	\$52,494	\$53,821	\$55,157	\$56,506	\$57,869	\$1,249	\$1,050
9	\$35,419	\$36,595	\$37,783	\$38,986	\$40,199	\$41,424	\$42,661	\$43,909	\$45,171	\$46,445	\$47,731	\$49,033	\$50,346	\$51,672	\$53,012	\$54,365	\$55,730	\$57,110	\$58,504	\$59,912	\$1,289	\$1,050
10	\$36,882	\$38,112	\$39,353	\$40,607	\$41,875	\$43,154	\$44,448	\$45,755	\$47,073	\$48,406	\$49,751	\$51,110	\$52,483	\$53,867	\$55,267	\$56,681	\$58,108	\$59,550	\$61,006	\$62,477	\$1,347	\$1,050
11	\$38,681	\$39,965	\$41,266	\$42,578	\$43,902	\$45,242	\$46,594	\$47,958	\$49,337	\$50,730	\$52,134	\$53,556	\$54,992	\$56,441	\$57,904	\$59,383	\$60,874	\$62,383	\$63,907	\$65,446	\$1,409	\$1,155
12	\$40,681	\$42,039	\$43,410	\$44,794	\$46,191	\$47,605	\$49,032	\$50,472	\$51,928	\$53,398	\$54,883	\$56,381	\$57,894	\$59,424	\$60,970	\$62,530	\$64,107	\$65,699	\$67,307	\$68,931	\$1,487	\$1,155
13	\$43,039	\$44,473	\$45,924	\$47,387	\$48,867	\$50,358	\$51,866	\$53,390	\$54,928	\$56,484	\$58,054	\$59,638	\$61,241	\$62,857	\$64,491	\$66,141	\$67,808	\$69,491	\$71,191	\$72,908	\$1,572	\$1,260
14	\$45,787	\$47,312	\$48,851	\$50,407	\$51,979	\$53,567	\$55,170	\$56,788	\$58,422	\$60,073	\$61,741	\$63,426	\$65,127	\$66,845	\$68,580	\$70,334	\$72,105	\$73,894	\$75,701	\$77,526	\$1,670	\$1,260
15	\$49,516	\$51,169	\$52,837	\$54,522	\$56,225	\$57,941	\$59,676	\$61,428	\$63,201	\$64,989	\$66,796	\$68,620	\$70,460	\$72,324	\$74,201	\$76,099	\$78,018	\$79,955	\$81,911	\$83,887	\$1,809	\$1,365
16	\$53,774	\$55,566	\$57,376	\$59,203	\$61,050	\$62,914	\$64,797	\$66,700	\$68,621	\$70,561	\$72,521	\$74,500	\$76,498	\$78,518	\$80,557	\$82,616	\$84,697	\$86,797	\$88,918	\$91,060	\$1,962	\$1,365
17	\$58,035	\$59,975	\$61,931	\$63,907	\$65,904	\$67,920	\$69,958	\$72,015	\$74,092	\$76,191	\$78,309	\$80,450	\$82,613	\$84,796	\$87,002	\$89,229	\$91,477	\$93,751	\$96,048	\$98,367	\$2,123	\$1,470
18	\$63,093	\$65,199	\$67,327	\$69,477	\$71,647	\$73,839	\$76,053	\$78,289	\$80,548	\$82,831	\$85,134	\$87,460	\$89,812	\$92,186	\$94,584	\$97,004	\$99,451	\$101,921	\$104,416	\$106,935	\$2,307	\$1,470
19	\$68,419	\$70,699	\$73,003	\$75,331	\$77,683	\$80,056	\$82,455	\$84,873	\$87,319	\$89,789	\$92,285	\$94,803	\$97,348	\$99,916	\$102,513	\$105,134	\$107,783	\$110,458	\$113,160	\$115,889	\$2,498	\$1,575
20	\$74,544	\$77,028	\$79,538	\$82,073	\$84,633	\$87,218	\$89,829	\$92,468	\$95,132	\$97,821	\$100,539	\$103,285	\$106,058	\$108,858	\$111,684	\$114,541	\$117,426	\$120,339	\$123,281	\$126,253	\$2,722	\$1,575
21	\$80,933	\$83,630	\$86,355	\$89,105	\$91,884	\$94,690	\$97,523	\$100,388	\$103,280	\$106,200	\$109,150	\$112,129	\$115,139	\$118,176	\$121,246	\$124,345	\$127,477	\$130,638	\$133,831	\$137,055	\$2,954	\$1,575
22	\$88,384	\$91,329	\$94,305	\$97,311	\$100,347	\$103,410	\$106,507	\$109,634	\$112,793	\$115,981	\$119,204	\$122,458	\$125,743	\$129,063	\$132,416	\$135,801	\$139,222	\$142,677	\$146,167	\$149,691	\$3,227	\$1,575



**Administrators, Counselors and Librarians**

**ACL 12 Month Contract - FY2019**

	Step																					Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
8	\$34,142	\$35,282	\$36,432	\$37,596	\$38,769	\$39,958	\$41,157	\$42,366	\$43,591	\$44,826	\$46,072	\$47,330	\$48,601	\$49,887	\$51,184	\$52,494	\$53,821	\$55,157	\$56,506	\$57,869	\$59,246	\$1,255	\$1,050
9	\$35,419	\$36,595	\$37,783	\$38,986	\$40,199	\$41,424	\$42,661	\$43,909	\$45,171	\$46,445	\$47,731	\$49,033	\$50,346	\$51,672	\$53,012	\$54,365	\$55,730	\$57,110	\$58,504	\$59,912	\$61,333	\$1,296	\$1,050
10	\$36,882	\$38,112	\$39,353	\$40,607	\$41,875	\$43,154	\$44,448	\$45,755	\$47,073	\$48,406	\$49,751	\$51,110	\$52,483	\$53,867	\$55,267	\$56,681	\$58,108	\$59,550	\$61,006	\$62,477	\$63,963	\$1,354	\$1,050
11	\$38,681	\$39,965	\$41,266	\$42,578	\$43,902	\$45,242	\$46,594	\$47,958	\$49,337	\$50,730	\$52,134	\$53,556	\$54,992	\$56,441	\$57,904	\$59,383	\$60,874	\$62,383	\$63,907	\$65,446	\$67,001	\$1,416	\$1,155
12	\$40,681	\$42,039	\$43,410	\$44,794	\$46,191	\$47,605	\$49,032	\$50,472	\$51,928	\$53,398	\$54,883	\$56,381	\$57,894	\$59,424	\$60,970	\$62,530	\$64,107	\$65,699	\$67,307	\$68,931	\$70,571	\$1,495	\$1,155
13	\$43,039	\$44,473	\$45,924	\$47,387	\$48,867	\$50,358	\$51,866	\$53,390	\$54,928	\$56,484	\$58,054	\$59,638	\$61,241	\$62,857	\$64,491	\$66,141	\$67,808	\$69,491	\$71,191	\$72,908	\$74,642	\$1,580	\$1,260
14	\$45,787	\$47,312	\$48,851	\$50,407	\$51,979	\$53,567	\$55,170	\$56,788	\$58,422	\$60,073	\$61,741	\$63,426	\$65,127	\$66,845	\$68,580	\$70,334	\$72,105	\$73,894	\$75,701	\$77,526	\$79,369	\$1,679	\$1,260
15	\$49,516	\$51,169	\$52,837	\$54,522	\$56,225	\$57,941	\$59,676	\$61,428	\$63,201	\$64,989	\$66,796	\$68,620	\$70,460	\$72,324	\$74,201	\$76,099	\$78,018	\$79,955	\$81,911	\$83,887	\$85,883	\$1,818	\$1,365
16	\$53,774	\$55,566	\$57,376	\$59,203	\$61,050	\$62,914	\$64,797	\$66,700	\$68,621	\$70,561	\$72,521	\$74,500	\$76,498	\$78,518	\$80,557	\$82,616	\$84,697	\$86,797	\$88,918	\$91,060	\$93,224	\$1,972	\$1,365
17	\$58,035	\$59,975	\$61,931	\$63,907	\$65,904	\$67,920	\$69,958	\$72,015	\$74,092	\$76,191	\$78,309	\$80,450	\$82,613	\$84,796	\$87,002	\$89,229	\$91,477	\$93,751	\$96,048	\$98,367	\$100,710	\$2,134	\$1,470
18	\$63,093	\$65,199	\$67,327	\$69,477	\$71,647	\$73,839	\$76,053	\$78,289	\$80,548	\$82,831	\$85,134	\$87,460	\$89,812	\$92,186	\$94,584	\$97,004	\$99,451	\$101,921	\$104,416	\$106,935	\$109,480	\$2,319	\$1,470
19	\$68,419	\$70,699	\$73,003	\$75,331	\$77,683	\$80,056	\$82,455	\$84,873	\$87,319	\$89,789	\$92,285	\$94,803	\$97,348	\$99,916	\$102,513	\$105,134	\$107,783	\$110,458	\$113,160	\$115,889	\$118,645	\$2,511	\$1,575
20	\$74,544	\$77,028	\$79,538	\$82,073	\$84,633	\$87,218	\$89,829	\$92,468	\$95,132	\$97,821	\$100,539	\$103,285	\$106,058	\$108,858	\$111,684	\$114,541	\$117,426	\$120,339	\$123,281	\$126,253	\$129,254	\$2,735	\$1,575
21	\$80,933	\$83,630	\$86,355	\$89,105	\$91,884	\$94,690	\$97,523	\$100,388	\$103,280	\$106,200	\$109,150	\$112,129	\$115,139	\$118,176	\$121,246	\$124,345	\$127,477	\$130,638	\$133,831	\$137,055	\$140,312	\$2,969	\$1,575
22	\$88,384	\$91,329	\$94,305	\$97,311	\$100,347	\$103,410	\$106,507	\$109,634	\$112,793	\$115,981	\$119,204	\$122,458	\$125,743	\$129,063	\$132,416	\$135,801	\$139,222	\$142,677	\$146,167	\$149,691	\$153,251	\$3,243	\$1,575

**Administrators, Counselors and Librarians**

**ACL 12 Month Contract - FY2020**

	Step																						Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
8	\$35,337	\$36,517	\$37,709	\$38,912	\$40,128	\$41,356	\$42,596	\$43,848	\$45,113	\$46,391	\$47,681	\$48,985	\$50,301	\$51,631	\$52,973	\$54,330	\$55,700	\$57,083	\$58,480	\$59,892	\$61,317	\$62,757	\$1,306	\$1,087
9	\$36,659	\$37,876	\$39,105	\$40,347	\$41,601	\$42,867	\$44,147	\$45,439	\$46,744	\$48,062	\$49,393	\$50,737	\$52,095	\$53,467	\$54,852	\$56,251	\$57,664	\$59,091	\$60,533	\$61,989	\$63,459	\$64,944	\$1,347	\$1,087
10	\$38,173	\$39,446	\$40,732	\$42,030	\$43,342	\$44,667	\$46,005	\$47,356	\$48,721	\$50,099	\$51,492	\$52,898	\$54,318	\$55,753	\$57,202	\$58,665	\$60,143	\$61,636	\$63,143	\$64,666	\$66,204	\$67,758	\$1,409	\$1,087
11	\$40,035	\$41,364	\$42,706	\$44,062	\$45,431	\$46,814	\$48,210	\$49,621	\$51,046	\$52,485	\$53,938	\$55,406	\$56,889	\$58,387	\$59,899	\$61,427	\$62,970	\$64,528	\$66,102	\$67,691	\$69,297	\$70,918	\$1,471	\$1,195
12	\$42,105	\$43,510	\$44,930	\$46,364	\$47,812	\$49,274	\$50,752	\$52,244	\$53,751	\$55,273	\$56,810	\$58,362	\$59,930	\$61,514	\$63,114	\$64,730	\$66,361	\$68,009	\$69,674	\$71,355	\$73,053	\$74,768	\$1,555	\$1,195
13	\$44,545	\$46,030	\$47,529	\$49,043	\$50,572	\$52,116	\$53,676	\$55,252	\$56,843	\$58,450	\$60,073	\$61,713	\$63,369	\$65,041	\$66,730	\$68,436	\$70,159	\$71,900	\$73,657	\$75,433	\$77,226	\$79,037	\$1,642	\$1,304
14	\$47,390	\$48,968	\$50,562	\$52,172	\$53,798	\$55,441	\$57,100	\$58,775	\$60,467	\$62,177	\$63,903	\$65,646	\$67,407	\$69,186	\$70,982	\$72,796	\$74,629	\$76,480	\$78,349	\$80,237	\$82,144	\$84,070	\$1,747	\$1,304
15	\$51,249	\$52,960	\$54,688	\$56,433	\$58,196	\$59,976	\$61,774	\$63,590	\$65,425	\$67,277	\$69,148	\$71,038	\$72,947	\$74,875	\$76,822	\$78,789	\$80,775	\$82,781	\$84,807	\$86,853	\$88,920	\$91,008	\$1,893	\$1,413
16	\$55,656	\$57,511	\$59,384	\$61,276	\$63,187	\$65,117	\$67,066	\$69,035	\$71,024	\$73,032	\$75,061	\$77,109	\$79,179	\$81,269	\$83,379	\$85,511	\$87,665	\$89,839	\$92,036	\$94,254	\$96,495	\$98,758	\$2,052	\$1,413
17	\$60,066	\$62,074	\$64,102	\$66,150	\$68,219	\$70,309	\$72,419	\$74,550	\$76,703	\$78,877	\$81,073	\$83,291	\$85,531	\$87,794	\$90,079	\$92,387	\$94,718	\$97,073	\$99,451	\$101,852	\$104,278	\$106,728	\$2,222	\$1,521
18	\$65,301	\$67,481	\$69,682	\$71,906	\$74,152	\$76,420	\$78,711	\$81,025	\$83,362	\$85,722	\$88,106	\$90,514	\$92,945	\$95,402	\$97,882	\$100,388	\$102,918	\$105,474	\$108,056	\$110,663	\$113,296	\$115,956	\$2,412	\$1,521
19	\$70,814	\$73,173	\$75,557	\$77,964	\$80,395	\$82,851	\$85,331	\$87,836	\$90,366	\$92,922	\$95,502	\$98,109	\$100,742	\$103,401	\$106,087	\$108,799	\$111,539	\$114,306	\$117,101	\$119,923	\$122,774	\$125,654	\$2,611	\$1,630
20	\$77,153	\$79,724	\$82,321	\$84,943	\$87,592	\$90,267	\$92,970	\$95,699	\$98,455	\$101,239	\$104,051	\$106,891	\$109,759	\$112,656	\$115,582	\$118,537	\$121,522	\$124,537	\$127,581	\$130,657	\$133,763	\$136,900	\$2,845	\$1,630
21	\$83,766	\$86,557	\$89,376	\$92,224	\$95,100	\$98,005	\$100,938	\$103,901	\$106,894	\$109,917	\$112,970	\$116,053	\$119,168	\$122,313	\$125,490	\$128,698	\$131,939	\$135,212	\$138,518	\$141,857	\$145,229	\$148,635	\$3,089	\$1,630
22	\$91,477	\$94,526	\$97,604	\$100,713	\$103,854	\$107,026	\$110,229	\$113,465	\$116,733	\$120,033	\$123,367	\$126,734	\$130,135	\$133,569	\$137,038	\$140,542	\$144,081	\$147,655	\$151,265	\$154,911	\$158,593	\$162,312	\$3,373	\$1,630

**Administrators, Counselors and Librarians**

**ACL 12 Month Contract - FY2021**

	Step																							Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
8	\$36,574	\$37,795	\$39,028	\$40,274	\$41,532	\$42,803	\$44,087	\$45,383	\$46,692	\$48,015	\$49,350	\$50,699	\$52,062	\$53,438	\$54,828	\$56,231	\$57,649	\$59,081	\$60,527	\$61,988	\$63,463	\$64,953	\$66,458	\$1,358	\$1,125
9	\$37,942	\$39,201	\$40,474	\$41,759	\$43,057	\$44,368	\$45,692	\$47,029	\$48,380	\$49,744	\$51,122	\$52,513	\$53,919	\$55,338	\$56,772	\$58,220	\$59,682	\$61,160	\$62,652	\$64,158	\$65,680	\$67,218	\$68,770	\$1,401	\$1,125
10	\$39,509	\$40,827	\$42,157	\$43,501	\$44,859	\$46,230	\$47,615	\$49,014	\$50,426	\$51,853	\$53,294	\$54,749	\$56,219	\$57,704	\$59,204	\$60,718	\$62,248	\$63,793	\$65,353	\$66,929	\$68,521	\$70,129	\$71,753	\$1,466	\$1,125
11	\$41,436	\$42,812	\$44,201	\$45,604	\$47,021	\$48,452	\$49,898	\$51,358	\$52,833	\$54,322	\$55,826	\$57,346	\$58,880	\$60,430	\$61,996	\$63,577	\$65,173	\$66,786	\$68,415	\$70,060	\$71,722	\$73,400	\$75,096	\$1,530	\$1,237
12	\$43,579	\$45,033	\$46,502	\$47,986	\$49,485	\$50,999	\$52,528	\$54,072	\$55,632	\$57,207	\$58,798	\$60,405	\$62,028	\$63,667	\$65,323	\$66,995	\$68,684	\$70,390	\$72,113	\$73,853	\$75,610	\$77,385	\$79,178	\$1,618	\$1,237
13	\$46,104	\$47,641	\$49,192	\$50,759	\$52,342	\$53,940	\$55,555	\$57,185	\$58,832	\$60,496	\$62,176	\$63,873	\$65,587	\$67,317	\$69,066	\$70,831	\$72,615	\$74,416	\$76,235	\$78,073	\$79,929	\$81,803	\$83,696	\$1,709	\$1,350
14	\$49,048	\$50,682	\$52,332	\$53,998	\$55,681	\$57,381	\$59,098	\$60,832	\$62,584	\$64,353	\$66,139	\$67,944	\$69,767	\$71,607	\$73,467	\$75,344	\$77,241	\$79,156	\$81,091	\$83,045	\$85,019	\$87,012	\$89,025	\$1,817	\$1,350
15	\$53,043	\$54,814	\$56,602	\$58,408	\$60,233	\$62,075	\$63,936	\$65,816	\$67,715	\$69,632	\$71,569	\$73,525	\$75,500	\$77,495	\$79,511	\$81,546	\$83,602	\$85,678	\$87,775	\$89,893	\$92,033	\$94,193	\$96,375	\$1,970	\$1,462
16	\$57,604	\$59,524	\$61,463	\$63,421	\$65,399	\$67,396	\$69,414	\$71,451	\$73,510	\$75,588	\$77,688	\$79,808	\$81,950	\$84,113	\$86,298	\$88,504	\$90,733	\$92,984	\$95,257	\$97,553	\$99,873	\$102,215	\$104,581	\$2,135	\$1,462
17	\$62,169	\$64,247	\$66,346	\$68,466	\$70,607	\$72,769	\$74,954	\$77,160	\$79,388	\$81,638	\$83,911	\$86,206	\$88,525	\$90,867	\$93,232	\$95,621	\$98,033	\$100,470	\$102,931	\$105,417	\$107,928	\$110,464	\$113,025	\$2,312	\$1,574
18	\$67,587	\$69,843	\$72,121	\$74,423	\$76,747	\$79,095	\$81,466	\$83,861	\$86,279	\$88,722	\$91,190	\$93,682	\$96,199	\$98,741	\$101,308	\$103,901	\$106,521	\$109,166	\$111,838	\$114,536	\$117,262	\$120,014	\$122,795	\$2,509	\$1,574
19	\$73,292	\$75,735	\$78,201	\$80,693	\$83,209	\$85,751	\$88,318	\$90,910	\$93,529	\$96,174	\$98,845	\$101,543	\$104,268	\$107,020	\$109,800	\$112,607	\$115,443	\$118,307	\$121,199	\$124,121	\$127,071	\$130,051	\$133,061	\$2,717	\$1,687
20	\$79,853	\$82,514	\$85,202	\$87,916	\$90,658	\$93,427	\$96,223	\$99,048	\$101,901	\$104,782	\$107,693	\$110,632	\$113,601	\$116,599	\$119,627	\$122,686	\$125,775	\$128,895	\$132,047	\$135,230	\$138,444	\$141,691	\$144,970	\$2,960	\$1,687
21	\$86,697	\$89,587	\$92,505	\$95,452	\$98,428	\$101,435	\$104,471	\$107,538	\$110,636	\$113,764	\$116,924	\$120,115	\$123,338	\$126,594	\$129,882	\$133,203	\$136,557	\$139,945	\$143,366	\$146,822	\$150,312	\$153,838	\$157,398	\$3,214	\$1,687
22	\$94,679	\$97,834	\$101,020	\$104,238	\$107,489	\$110,772	\$114,087	\$117,436	\$120,818	\$124,235	\$127,685	\$131,170	\$134,689	\$138,244	\$141,835	\$145,461	\$149,124	\$152,823	\$156,559	\$160,332	\$164,144	\$167,993	\$171,881	\$3,509	\$1,687

**Administrators, Counselors and Librarians**

**ACL 11 Month Contract - FY2017**

																					At Max Lump Value
	Step																			Avg AI Value	
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
8	\$31,298	\$32,341	\$33,396	\$34,464	\$35,539	\$36,628	\$37,727	\$38,835	\$39,958	\$41,090	\$42,232	\$43,387	\$44,552	\$45,729	\$46,920	\$48,121	\$49,335	\$50,561	\$51,799	\$1,139	\$1,050
9	\$32,467	\$33,545	\$34,635	\$35,738	\$36,848	\$37,972	\$39,106	\$40,249	\$41,407	\$42,575	\$43,753	\$44,947	\$46,151	\$47,366	\$48,594	\$49,834	\$51,086	\$52,351	\$53,629	\$1,176	\$1,050
10	\$33,809	\$34,937	\$36,074	\$37,223	\$38,384	\$39,558	\$40,744	\$41,942	\$43,151	\$44,372	\$45,605	\$46,852	\$48,108	\$49,378	\$50,662	\$51,957	\$53,266	\$54,588	\$55,923	\$1,229	\$1,050
11	\$35,458	\$36,635	\$37,828	\$39,030	\$40,244	\$41,472	\$42,711	\$43,961	\$45,225	\$46,501	\$47,790	\$49,093	\$50,408	\$51,737	\$53,078	\$54,434	\$55,802	\$57,185	\$58,582	\$1,285	\$1,155
12	\$37,291	\$38,536	\$39,792	\$41,060	\$42,342	\$43,638	\$44,946	\$46,266	\$47,601	\$48,949	\$50,309	\$51,682	\$53,071	\$54,473	\$55,889	\$57,320	\$58,765	\$60,223	\$61,696	\$1,356	\$1,155
13	\$39,452	\$40,767	\$42,096	\$43,438	\$44,795	\$46,160	\$47,543	\$48,940	\$50,351	\$51,777	\$53,216	\$54,669	\$56,137	\$57,618	\$59,117	\$60,629	\$62,157	\$63,699	\$65,256	\$1,434	\$1,260
14	\$41,971	\$43,369	\$44,780	\$46,207	\$47,647	\$49,103	\$50,572	\$52,055	\$53,553	\$55,067	\$56,595	\$58,140	\$59,699	\$61,276	\$62,866	\$64,472	\$66,096	\$67,735	\$69,390	\$1,523	\$1,260
15	\$45,391	\$46,904	\$48,434	\$49,978	\$51,538	\$53,112	\$54,703	\$56,309	\$57,934	\$59,573	\$61,228	\$62,902	\$64,589	\$66,297	\$68,018	\$69,759	\$71,517	\$73,293	\$75,087	\$1,650	\$1,365
16	\$49,293	\$50,936	\$52,595	\$54,271	\$55,964	\$57,672	\$59,398	\$61,142	\$62,903	\$64,682	\$66,478	\$68,291	\$70,123	\$71,974	\$73,844	\$75,733	\$77,638	\$79,564	\$81,509	\$1,790	\$1,365
17	\$53,200	\$54,977	\$56,771	\$58,582	\$60,412	\$62,260	\$64,127	\$66,014	\$67,918	\$69,841	\$71,784	\$73,745	\$75,729	\$77,729	\$79,752	\$81,793	\$83,854	\$85,938	\$88,043	\$1,936	\$1,470
18	\$57,835	\$59,766	\$61,717	\$63,687	\$65,676	\$67,685	\$69,715	\$71,765	\$73,836	\$75,929	\$78,040	\$80,172	\$82,327	\$84,504	\$86,701	\$88,922	\$91,163	\$93,427	\$95,714	\$2,104	\$1,470
19	\$62,718	\$64,809	\$66,920	\$69,054	\$71,209	\$73,384	\$75,582	\$77,800	\$80,042	\$82,306	\$84,594	\$86,902	\$89,235	\$91,591	\$93,970	\$96,373	\$98,802	\$101,252	\$103,727	\$2,278	\$1,575
20	\$68,331	\$70,609	\$72,910	\$75,233	\$77,581	\$79,951	\$82,344	\$84,762	\$87,204	\$89,670	\$92,161	\$94,678	\$97,220	\$99,786	\$102,377	\$104,995	\$107,640	\$110,310	\$113,007	\$2,482	\$1,575
21	\$74,189	\$76,661	\$79,159	\$81,680	\$84,227	\$86,798	\$89,397	\$92,022	\$94,673	\$97,350	\$100,053	\$102,786	\$105,544	\$108,328	\$111,142	\$113,983	\$116,854	\$119,751	\$122,677	\$2,694	\$1,575
22	\$81,019	\$83,718	\$86,445	\$89,201	\$91,984	\$94,793	\$97,632	\$100,498	\$103,393	\$106,316	\$109,270	\$112,252	\$115,264	\$118,307	\$121,381	\$124,485	\$127,620	\$130,786	\$133,984	\$2,942	\$1,575

**Administrators, Counselors and Librarians**

**ACL 11 Month Contract - FY2018**

	Step																				Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
8	\$31,298	\$32,341	\$33,396	\$34,464	\$35,539	\$36,628	\$37,727	\$38,835	\$39,958	\$41,090	\$42,232	\$43,387	\$44,552	\$45,729	\$46,920	\$48,121	\$49,335	\$50,561	\$51,799	\$53,050	\$1,145	\$1,050
9	\$32,467	\$33,545	\$34,635	\$35,738	\$36,848	\$37,972	\$39,106	\$40,249	\$41,407	\$42,575	\$43,753	\$44,947	\$46,151	\$47,366	\$48,594	\$49,834	\$51,086	\$52,351	\$53,629	\$54,919	\$1,182	\$1,050
10	\$33,809	\$34,937	\$36,074	\$37,223	\$38,384	\$39,558	\$40,744	\$41,942	\$43,151	\$44,372	\$45,605	\$46,852	\$48,108	\$49,378	\$50,662	\$51,957	\$53,266	\$54,588	\$55,923	\$57,272	\$1,235	\$1,050
11	\$35,458	\$36,635	\$37,828	\$39,030	\$40,244	\$41,472	\$42,711	\$43,961	\$45,225	\$46,501	\$47,790	\$49,093	\$50,408	\$51,737	\$53,078	\$54,434	\$55,802	\$57,185	\$58,582	\$59,993	\$1,291	\$1,155
12	\$37,291	\$38,536	\$39,792	\$41,060	\$42,342	\$43,638	\$44,946	\$46,266	\$47,601	\$48,949	\$50,309	\$51,682	\$53,071	\$54,473	\$55,889	\$57,320	\$58,765	\$60,223	\$61,696	\$63,183	\$1,363	\$1,155
13	\$39,452	\$40,767	\$42,096	\$43,438	\$44,795	\$46,160	\$47,543	\$48,940	\$50,351	\$51,777	\$53,216	\$54,669	\$56,137	\$57,618	\$59,117	\$60,629	\$62,157	\$63,699	\$65,256	\$66,829	\$1,441	\$1,260
14	\$41,971	\$43,369	\$44,780	\$46,207	\$47,647	\$49,103	\$50,572	\$52,055	\$53,553	\$55,067	\$56,595	\$58,140	\$59,699	\$61,276	\$62,866	\$64,472	\$66,096	\$67,735	\$69,390	\$71,062	\$1,531	\$1,260
15	\$45,391	\$46,904	\$48,434	\$49,978	\$51,538	\$53,112	\$54,703	\$56,309	\$57,934	\$59,573	\$61,228	\$62,902	\$64,589	\$66,297	\$68,018	\$69,759	\$71,517	\$73,293	\$75,087	\$76,898	\$1,658	\$1,365
16	\$49,293	\$50,936	\$52,595	\$54,271	\$55,964	\$57,672	\$59,398	\$61,142	\$62,903	\$64,682	\$66,478	\$68,291	\$70,123	\$71,974	\$73,844	\$75,733	\$77,638	\$79,564	\$81,509	\$83,474	\$1,799	\$1,365
17	\$53,200	\$54,977	\$56,771	\$58,582	\$60,412	\$62,260	\$64,127	\$66,014	\$67,918	\$69,841	\$71,784	\$73,745	\$75,729	\$77,729	\$79,752	\$81,793	\$83,854	\$85,938	\$88,043	\$90,169	\$1,946	\$1,470
18	\$57,835	\$59,766	\$61,717	\$63,687	\$65,676	\$67,685	\$69,715	\$71,765	\$73,836	\$75,929	\$78,040	\$80,172	\$82,327	\$84,504	\$86,701	\$88,922	\$91,163	\$93,427	\$95,714	\$98,023	\$2,115	\$1,470
19	\$62,718	\$64,809	\$66,920	\$69,054	\$71,209	\$73,384	\$75,582	\$77,800	\$80,042	\$82,306	\$84,594	\$86,902	\$89,235	\$91,591	\$93,970	\$96,373	\$98,802	\$101,252	\$103,727	\$106,226	\$2,290	\$1,575
20	\$68,331	\$70,609	\$72,910	\$75,233	\$77,581	\$79,951	\$82,344	\$84,762	\$87,204	\$89,670	\$92,161	\$94,678	\$97,220	\$99,786	\$102,377	\$104,995	\$107,640	\$110,310	\$113,007	\$115,730	\$2,495	\$1,575
21	\$74,189	\$76,661	\$79,159	\$81,680	\$84,227	\$86,798	\$89,397	\$92,022	\$94,673	\$97,350	\$100,053	\$102,786	\$105,544	\$108,328	\$111,142	\$113,983	\$116,854	\$119,751	\$122,677	\$125,632	\$2,708	\$1,575
22	\$81,019	\$83,718	\$86,445	\$89,201	\$91,984	\$94,793	\$97,632	\$100,498	\$103,393	\$106,316	\$109,270	\$112,252	\$115,264	\$118,307	\$121,381	\$124,485	\$127,620	\$130,786	\$133,984	\$137,213	\$2,958	\$1,575

**Administrators, Counselors and Librarians**

**ACL 11 Month Contract - FY2019**

	Step																					Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
8	\$31,298	\$32,341	\$33,396	\$34,464	\$35,539	\$36,628	\$37,727	\$38,835	\$39,958	\$41,090	\$42,232	\$43,387	\$44,552	\$45,729	\$46,920	\$48,121	\$49,335	\$50,561	\$51,799	\$53,050	\$54,313	\$1,151	\$1,050
9	\$32,467	\$33,545	\$34,635	\$35,738	\$36,848	\$37,972	\$39,106	\$40,249	\$41,407	\$42,575	\$43,753	\$44,947	\$46,151	\$47,366	\$48,594	\$49,834	\$51,086	\$52,351	\$53,629	\$54,919	\$56,222	\$1,188	\$1,050
10	\$33,809	\$34,937	\$36,074	\$37,223	\$38,384	\$39,558	\$40,744	\$41,942	\$43,151	\$44,372	\$45,605	\$46,852	\$48,108	\$49,378	\$50,662	\$51,957	\$53,266	\$54,588	\$55,923	\$57,272	\$58,634	\$1,241	\$1,050
11	\$35,458	\$36,635	\$37,828	\$39,030	\$40,244	\$41,472	\$42,711	\$43,961	\$45,225	\$46,501	\$47,790	\$49,093	\$50,408	\$51,737	\$53,078	\$54,434	\$55,802	\$57,185	\$58,582	\$59,993	\$61,418	\$1,298	\$1,155
12	\$37,291	\$38,536	\$39,792	\$41,060	\$42,342	\$43,638	\$44,946	\$46,266	\$47,601	\$48,949	\$50,309	\$51,682	\$53,071	\$54,473	\$55,889	\$57,320	\$58,765	\$60,223	\$61,696	\$63,183	\$64,685	\$1,370	\$1,155
13	\$39,452	\$40,767	\$42,096	\$43,438	\$44,795	\$46,160	\$47,543	\$48,940	\$50,351	\$51,777	\$53,216	\$54,669	\$56,137	\$57,618	\$59,117	\$60,629	\$62,157	\$63,699	\$65,256	\$66,829	\$68,418	\$1,448	\$1,260
14	\$41,971	\$43,369	\$44,780	\$46,207	\$47,647	\$49,103	\$50,572	\$52,055	\$53,553	\$55,067	\$56,595	\$58,140	\$59,699	\$61,276	\$62,866	\$64,472	\$66,096	\$67,735	\$69,390	\$71,062	\$72,751	\$1,539	\$1,260
15	\$45,391	\$46,904	\$48,434	\$49,978	\$51,538	\$53,112	\$54,703	\$56,309	\$57,934	\$59,573	\$61,228	\$62,902	\$64,589	\$66,297	\$68,018	\$69,759	\$71,517	\$73,293	\$75,087	\$76,898	\$78,728	\$1,667	\$1,365
16	\$49,293	\$50,936	\$52,595	\$54,271	\$55,964	\$57,672	\$59,398	\$61,142	\$62,903	\$64,682	\$66,478	\$68,291	\$70,123	\$71,974	\$73,844	\$75,733	\$77,638	\$79,564	\$81,509	\$83,474	\$85,458	\$1,808	\$1,365
17	\$53,200	\$54,977	\$56,771	\$58,582	\$60,412	\$62,260	\$64,127	\$66,014	\$67,918	\$69,841	\$71,784	\$73,745	\$75,729	\$77,729	\$79,752	\$81,793	\$83,854	\$85,938	\$88,043	\$90,169	\$92,316	\$1,956	\$1,470
18	\$57,835	\$59,766	\$61,717	\$63,687	\$65,676	\$67,685	\$69,715	\$71,765	\$73,836	\$75,929	\$78,040	\$80,172	\$82,327	\$84,504	\$86,701	\$88,922	\$91,163	\$93,427	\$95,714	\$98,023	\$100,356	\$2,126	\$1,470
19	\$62,718	\$64,809	\$66,920	\$69,054	\$71,209	\$73,384	\$75,582	\$77,800	\$80,042	\$82,306	\$84,594	\$86,902	\$89,235	\$91,591	\$93,970	\$96,373	\$98,802	\$101,252	\$103,727	\$106,226	\$108,750	\$2,302	\$1,575
20	\$68,331	\$70,609	\$72,910	\$75,233	\$77,581	\$79,951	\$82,344	\$84,762	\$87,204	\$89,670	\$92,161	\$94,678	\$97,220	\$99,786	\$102,377	\$104,995	\$107,640	\$110,310	\$113,007	\$115,730	\$118,481	\$2,508	\$1,575
21	\$74,189	\$76,661	\$79,159	\$81,680	\$84,227	\$86,798	\$89,397	\$92,022	\$94,673	\$97,350	\$100,053	\$102,786	\$105,544	\$108,328	\$111,142	\$113,983	\$116,854	\$119,751	\$122,677	\$125,632	\$128,617	\$2,721	\$1,575
22	\$81,019	\$83,718	\$86,445	\$89,201	\$91,984	\$94,793	\$97,632	\$100,498	\$103,393	\$106,316	\$109,270	\$112,252	\$115,264	\$118,307	\$121,381	\$124,485	\$127,620	\$130,786	\$133,984	\$137,213	\$140,475	\$2,973	\$1,575

**Administrators, Counselors and Librarians**

**ACL 11 Month Contract - FY2020**

	Step																						Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
8	\$32,393	\$33,473	\$34,563	\$35,664	\$36,777	\$37,900	\$39,035	\$40,180	\$41,338	\$42,507	\$43,687	\$44,880	\$46,084	\$47,301	\$48,529	\$49,770	\$51,023	\$52,289	\$53,568	\$54,859	\$56,163	\$57,480	\$1,195	\$1,087
9	\$33,603	\$34,719	\$35,846	\$36,984	\$38,134	\$39,295	\$40,467	\$41,652	\$42,848	\$44,056	\$45,276	\$46,509	\$47,754	\$49,011	\$50,281	\$51,563	\$52,858	\$54,167	\$55,488	\$56,823	\$58,171	\$59,532	\$1,235	\$1,087
10	\$34,992	\$36,160	\$37,339	\$38,530	\$39,733	\$40,948	\$42,175	\$43,414	\$44,666	\$45,930	\$47,207	\$48,496	\$49,799	\$51,114	\$52,443	\$53,785	\$55,141	\$56,509	\$57,892	\$59,289	\$60,699	\$62,124	\$1,292	\$1,087
11	\$36,699	\$37,917	\$39,148	\$40,390	\$41,645	\$42,913	\$44,193	\$45,487	\$46,793	\$48,112	\$49,444	\$50,790	\$52,149	\$53,521	\$54,908	\$56,308	\$57,722	\$59,151	\$60,594	\$62,051	\$63,522	\$65,009	\$1,348	\$1,195
12	\$38,596	\$39,885	\$41,186	\$42,501	\$43,828	\$45,169	\$46,524	\$47,891	\$49,273	\$50,668	\$52,078	\$53,501	\$54,939	\$56,391	\$57,857	\$59,338	\$60,834	\$62,345	\$63,871	\$65,413	\$66,969	\$68,542	\$1,426	\$1,195
13	\$40,833	\$42,194	\$43,568	\$44,957	\$46,359	\$47,775	\$49,206	\$50,651	\$52,110	\$53,584	\$55,072	\$56,576	\$58,094	\$59,628	\$61,177	\$62,741	\$64,321	\$65,917	\$67,529	\$69,157	\$70,801	\$72,462	\$1,506	\$1,304
14	\$43,440	\$44,887	\$46,348	\$47,824	\$49,315	\$50,821	\$52,342	\$53,877	\$55,429	\$56,996	\$58,578	\$60,176	\$61,791	\$63,421	\$65,068	\$66,731	\$68,411	\$70,108	\$71,821	\$73,552	\$75,300	\$77,065	\$1,601	\$1,304
15	\$46,980	\$48,546	\$50,127	\$51,725	\$53,338	\$54,968	\$56,613	\$58,276	\$59,955	\$61,650	\$63,363	\$65,093	\$66,840	\$68,604	\$70,387	\$72,187	\$74,005	\$75,841	\$77,695	\$79,569	\$81,460	\$83,371	\$1,733	\$1,413
16	\$51,018	\$52,719	\$54,436	\$56,171	\$57,923	\$59,693	\$61,480	\$63,285	\$65,108	\$66,949	\$68,809	\$70,688	\$72,585	\$74,501	\$76,436	\$78,391	\$80,365	\$82,359	\$84,373	\$86,407	\$88,462	\$90,537	\$1,882	\$1,413
17	\$55,062	\$56,901	\$58,759	\$60,635	\$62,530	\$64,444	\$66,377	\$68,329	\$70,301	\$72,293	\$74,304	\$76,336	\$78,388	\$80,460	\$82,553	\$84,667	\$86,803	\$88,959	\$91,137	\$93,337	\$95,559	\$97,803	\$2,035	\$1,521
18	\$59,859	\$61,858	\$63,876	\$65,915	\$67,974	\$70,054	\$72,155	\$74,276	\$76,419	\$78,583	\$80,769	\$82,977	\$85,206	\$87,458	\$89,733	\$92,030	\$94,351	\$96,694	\$99,061	\$101,452	\$103,866	\$106,305	\$2,212	\$1,521
19	\$64,913	\$67,077	\$69,263	\$71,471	\$73,701	\$75,953	\$78,227	\$80,525	\$82,845	\$85,188	\$87,555	\$89,946	\$92,360	\$94,799	\$97,262	\$99,750	\$102,262	\$104,800	\$107,363	\$109,952	\$112,566	\$115,207	\$2,395	\$1,630
20	\$70,723	\$73,080	\$75,462	\$77,867	\$80,296	\$82,749	\$85,227	\$87,730	\$90,258	\$92,811	\$95,390	\$97,994	\$100,625	\$103,281	\$105,965	\$108,675	\$111,412	\$114,177	\$116,969	\$119,789	\$122,637	\$125,514	\$2,609	\$1,630
21	\$76,786	\$79,344	\$81,928	\$84,538	\$87,174	\$89,837	\$92,526	\$95,242	\$97,985	\$100,755	\$103,553	\$106,380	\$109,234	\$112,117	\$115,029	\$117,970	\$120,940	\$123,940	\$126,970	\$130,031	\$133,122	\$136,244	\$2,831	\$1,630
22	\$83,855	\$86,648	\$89,470	\$92,319	\$95,197	\$98,104	\$101,040	\$104,005	\$107,000	\$110,025	\$113,080	\$116,166	\$119,283	\$122,431	\$125,610	\$128,821	\$132,064	\$135,339	\$138,648	\$141,989	\$145,364	\$148,773	\$3,091	\$1,630

**Administrators, Counselors and Librarians**

**ACL 11 Month Contract - FY2021**

	Step																							Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
8	\$33,527	\$34,644	\$35,773	\$36,913	\$38,064	\$39,226	\$40,401	\$41,587	\$42,785	\$43,995	\$45,217	\$46,451	\$47,697	\$48,956	\$50,228	\$51,512	\$52,809	\$54,119	\$55,443	\$56,779	\$58,129	\$59,492	\$60,869	\$1,243	\$1,125
9	\$34,779	\$35,934	\$37,101	\$38,279	\$39,468	\$40,670	\$41,884	\$43,110	\$44,348	\$45,598	\$46,861	\$48,137	\$49,425	\$50,726	\$52,040	\$53,368	\$54,709	\$56,063	\$57,430	\$58,811	\$60,207	\$61,616	\$63,039	\$1,285	\$1,125
10	\$36,217	\$37,425	\$38,646	\$39,878	\$41,123	\$42,381	\$43,651	\$44,933	\$46,229	\$47,537	\$48,859	\$50,194	\$51,542	\$52,903	\$54,279	\$55,668	\$57,070	\$58,487	\$59,918	\$61,364	\$62,824	\$64,298	\$65,787	\$1,344	\$1,125
11	\$37,983	\$39,244	\$40,518	\$41,804	\$43,103	\$44,415	\$45,740	\$47,079	\$48,430	\$49,796	\$51,175	\$52,567	\$53,974	\$55,395	\$56,830	\$58,279	\$59,743	\$61,221	\$62,714	\$64,223	\$65,746	\$67,284	\$68,838	\$1,402	\$1,237
12	\$39,947	\$41,281	\$42,628	\$43,988	\$45,362	\$46,750	\$48,152	\$49,568	\$50,997	\$52,442	\$53,900	\$55,373	\$56,861	\$58,364	\$59,882	\$61,415	\$62,963	\$64,527	\$66,107	\$67,702	\$69,313	\$70,941	\$72,584	\$1,484	\$1,237
13	\$42,262	\$43,671	\$45,093	\$46,530	\$47,982	\$49,448	\$50,928	\$52,423	\$53,934	\$55,459	\$57,000	\$58,556	\$60,127	\$61,715	\$63,318	\$64,937	\$66,572	\$68,224	\$69,892	\$71,577	\$73,279	\$74,998	\$76,734	\$1,567	\$1,350
14	\$44,960	\$46,458	\$47,971	\$49,498	\$51,041	\$52,600	\$54,173	\$55,763	\$57,369	\$58,990	\$60,628	\$62,283	\$63,953	\$65,641	\$67,345	\$69,067	\$70,805	\$72,561	\$74,335	\$76,126	\$77,935	\$79,763	\$81,608	\$1,666	\$1,350
15	\$48,624	\$50,245	\$51,882	\$53,535	\$55,205	\$56,891	\$58,595	\$60,315	\$62,053	\$63,808	\$65,581	\$67,371	\$69,179	\$71,006	\$72,850	\$74,713	\$76,595	\$78,495	\$80,415	\$82,354	\$84,312	\$86,289	\$88,287	\$1,803	\$1,462
16	\$52,804	\$54,564	\$56,342	\$58,137	\$59,950	\$61,782	\$63,632	\$65,500	\$67,387	\$69,293	\$71,218	\$73,162	\$75,125	\$77,109	\$79,112	\$81,135	\$83,178	\$85,242	\$87,326	\$89,432	\$91,558	\$93,705	\$95,874	\$1,958	\$1,462
17	\$56,989	\$58,893	\$60,815	\$62,757	\$64,718	\$66,699	\$68,700	\$70,721	\$72,761	\$74,823	\$76,905	\$79,007	\$81,131	\$83,276	\$85,443	\$87,631	\$89,841	\$92,073	\$94,327	\$96,604	\$98,904	\$101,227	\$103,572	\$2,117	\$1,574
18	\$61,954	\$64,023	\$66,112	\$68,222	\$70,353	\$72,506	\$74,680	\$76,876	\$79,094	\$81,333	\$83,596	\$85,881	\$88,189	\$90,519	\$92,874	\$95,251	\$97,653	\$100,078	\$102,528	\$105,002	\$107,501	\$110,025	\$112,575	\$2,301	\$1,574
19	\$67,185	\$69,425	\$71,687	\$73,972	\$76,280	\$78,611	\$80,965	\$83,343	\$85,744	\$88,170	\$90,620	\$93,094	\$95,593	\$98,117	\$100,666	\$103,241	\$105,842	\$108,468	\$111,121	\$113,800	\$116,506	\$119,239	\$122,000	\$2,492	\$1,687
20	\$73,198	\$75,638	\$78,103	\$80,592	\$83,106	\$85,646	\$88,210	\$90,801	\$93,417	\$96,059	\$98,728	\$101,424	\$104,146	\$106,896	\$109,673	\$112,478	\$115,311	\$118,173	\$121,063	\$123,982	\$126,930	\$129,907	\$132,915	\$2,714	\$1,687
21	\$79,473	\$82,121	\$84,796	\$87,497	\$90,225	\$92,981	\$95,764	\$98,575	\$101,414	\$104,282	\$107,178	\$110,103	\$113,057	\$116,041	\$119,055	\$122,099	\$125,173	\$128,278	\$131,414	\$134,582	\$137,781	\$141,012	\$144,276	\$2,946	\$1,687
22	\$86,790	\$89,681	\$92,601	\$95,550	\$98,529	\$101,538	\$104,577	\$107,646	\$110,745	\$113,876	\$117,038	\$120,232	\$123,458	\$126,716	\$130,006	\$133,330	\$136,686	\$140,076	\$143,500	\$146,959	\$150,452	\$153,980	\$157,543	\$3,216	\$1,687



**Administrators, Counselors and Librarians**

**ACL 10 Month Contract - FY2017**

	Step																			Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
8	\$28,453	\$29,400	\$30,361	\$31,331	\$32,309	\$33,299	\$34,297	\$35,304	\$36,325	\$37,354	\$38,393	\$39,442	\$40,501	\$41,572	\$42,653	\$43,745	\$44,849	\$45,964	\$47,090	\$1,035	\$1,050
9	\$29,516	\$30,495	\$31,486	\$32,489	\$33,499	\$34,520	\$35,550	\$36,591	\$37,642	\$38,704	\$39,777	\$40,860	\$41,955	\$43,060	\$44,177	\$45,305	\$46,442	\$47,592	\$48,754	\$1,069	\$1,050
10	\$30,734	\$31,760	\$32,794	\$33,840	\$34,895	\$35,961	\$37,040	\$38,129	\$39,228	\$40,338	\$41,459	\$42,592	\$43,736	\$44,888	\$46,055	\$47,235	\$48,423	\$49,625	\$50,839	\$1,117	\$1,050
11	\$32,233	\$33,305	\$34,388	\$35,481	\$36,586	\$37,702	\$38,828	\$39,965	\$41,115	\$42,273	\$43,446	\$44,631	\$45,827	\$47,034	\$48,252	\$49,485	\$50,730	\$51,985	\$53,253	\$1,168	\$1,155
12	\$33,901	\$35,033	\$36,175	\$37,328	\$38,492	\$39,670	\$40,859	\$42,060	\$43,274	\$44,498	\$45,735	\$46,984	\$48,245	\$49,520	\$50,809	\$52,109	\$53,423	\$54,749	\$56,088	\$1,233	\$1,155
13	\$35,865	\$37,060	\$38,269	\$39,489	\$40,723	\$41,964	\$43,221	\$44,491	\$45,773	\$47,070	\$48,378	\$49,699	\$51,033	\$52,381	\$53,742	\$55,118	\$56,507	\$57,910	\$59,327	\$1,303	\$1,260
14	\$38,155	\$39,426	\$40,710	\$42,006	\$43,316	\$44,638	\$45,975	\$47,323	\$48,685	\$50,061	\$51,452	\$52,855	\$54,273	\$55,704	\$57,151	\$58,611	\$60,087	\$61,578	\$63,084	\$1,385	\$1,260
15	\$41,264	\$42,641	\$44,030	\$45,435	\$46,854	\$48,283	\$49,729	\$51,191	\$52,667	\$54,157	\$55,662	\$57,184	\$58,717	\$60,269	\$61,835	\$63,416	\$65,015	\$66,629	\$68,259	\$1,500	\$1,365
16	\$44,811	\$46,305	\$47,814	\$49,337	\$50,876	\$52,429	\$53,998	\$55,584	\$57,185	\$58,802	\$60,434	\$62,083	\$63,749	\$65,432	\$67,130	\$68,847	\$70,581	\$72,331	\$74,099	\$1,627	\$1,365
17	\$48,364	\$49,979	\$51,609	\$53,256	\$54,920	\$56,601	\$58,298	\$60,013	\$61,743	\$63,491	\$65,258	\$67,042	\$68,845	\$70,663	\$72,502	\$74,358	\$76,231	\$78,126	\$80,040	\$1,760	\$1,470
18	\$52,577	\$54,331	\$56,106	\$57,897	\$59,705	\$61,532	\$63,377	\$65,241	\$67,123	\$69,025	\$70,945	\$72,884	\$74,842	\$76,822	\$78,820	\$80,837	\$82,877	\$84,934	\$87,012	\$1,913	\$1,470
19	\$57,016	\$58,916	\$60,836	\$62,776	\$64,736	\$66,712	\$68,711	\$70,728	\$72,766	\$74,824	\$76,904	\$79,002	\$81,123	\$83,264	\$85,428	\$87,612	\$89,819	\$92,048	\$94,299	\$2,071	\$1,575
20	\$62,120	\$64,190	\$66,281	\$68,395	\$70,527	\$72,682	\$74,858	\$77,056	\$79,277	\$81,517	\$83,783	\$86,071	\$88,381	\$90,714	\$93,071	\$95,450	\$97,854	\$100,283	\$102,736	\$2,256	\$1,575
21	\$67,443	\$69,692	\$71,963	\$74,255	\$76,570	\$78,907	\$81,270	\$83,657	\$86,067	\$88,501	\$90,957	\$93,441	\$95,949	\$98,480	\$101,038	\$103,620	\$106,230	\$108,864	\$111,524	\$2,449	\$1,575
22	\$73,653	\$76,108	\$78,587	\$81,092	\$83,623	\$86,175	\$88,756	\$91,362	\$93,994	\$96,651	\$99,336	\$102,048	\$104,786	\$107,553	\$110,347	\$113,168	\$116,019	\$118,897	\$121,804	\$2,675	\$1,575

**Administrators, Counselors and Librarians**

**ACL 10 Month Contract - FY2018**

	Step																				Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
8	\$28,453	\$29,400	\$30,361	\$31,331	\$32,309	\$33,299	\$34,297	\$35,304	\$36,325	\$37,354	\$38,393	\$39,442	\$40,501	\$41,572	\$42,653	\$43,745	\$44,849	\$45,964	\$47,090	\$48,228	\$1,041	\$1,050
9	\$29,516	\$30,495	\$31,486	\$32,489	\$33,499	\$34,520	\$35,550	\$36,591	\$37,642	\$38,704	\$39,777	\$40,860	\$41,955	\$43,060	\$44,177	\$45,305	\$46,442	\$47,592	\$48,754	\$49,927	\$1,074	\$1,050
10	\$30,734	\$31,760	\$32,794	\$33,840	\$34,895	\$35,961	\$37,040	\$38,129	\$39,228	\$40,338	\$41,459	\$42,592	\$43,736	\$44,888	\$46,055	\$47,235	\$48,423	\$49,625	\$50,839	\$52,065	\$1,123	\$1,050
11	\$32,233	\$33,305	\$34,388	\$35,481	\$36,586	\$37,702	\$38,828	\$39,965	\$41,115	\$42,273	\$43,446	\$44,631	\$45,827	\$47,034	\$48,252	\$49,485	\$50,730	\$51,985	\$53,253	\$54,533	\$1,174	\$1,155
12	\$33,901	\$35,033	\$36,175	\$37,328	\$38,492	\$39,670	\$40,859	\$42,060	\$43,274	\$44,498	\$45,735	\$46,984	\$48,245	\$49,520	\$50,809	\$52,109	\$53,423	\$54,749	\$56,088	\$57,441	\$1,239	\$1,155
13	\$35,865	\$37,060	\$38,269	\$39,489	\$40,723	\$41,964	\$43,221	\$44,491	\$45,773	\$47,070	\$48,378	\$49,699	\$51,033	\$52,381	\$53,742	\$55,118	\$56,507	\$57,910	\$59,327	\$60,758	\$1,310	\$1,260
14	\$38,155	\$39,426	\$40,710	\$42,006	\$43,316	\$44,638	\$45,975	\$47,323	\$48,685	\$50,061	\$51,452	\$52,855	\$54,273	\$55,704	\$57,151	\$58,611	\$60,087	\$61,578	\$63,084	\$64,605	\$1,392	\$1,260
15	\$41,264	\$42,641	\$44,030	\$45,435	\$46,854	\$48,283	\$49,729	\$51,191	\$52,667	\$54,157	\$55,662	\$57,184	\$58,717	\$60,269	\$61,835	\$63,416	\$65,015	\$66,629	\$68,259	\$69,906	\$1,507	\$1,365
16	\$44,811	\$46,305	\$47,814	\$49,337	\$50,876	\$52,429	\$53,998	\$55,584	\$57,185	\$58,802	\$60,434	\$62,083	\$63,749	\$65,432	\$67,130	\$68,847	\$70,581	\$72,331	\$74,099	\$75,884	\$1,635	\$1,365
17	\$48,364	\$49,979	\$51,609	\$53,256	\$54,920	\$56,601	\$58,298	\$60,013	\$61,743	\$63,491	\$65,258	\$67,042	\$68,845	\$70,663	\$72,502	\$74,358	\$76,231	\$78,126	\$80,040	\$81,973	\$1,769	\$1,470
18	\$52,577	\$54,331	\$56,106	\$57,897	\$59,705	\$61,532	\$63,377	\$65,241	\$67,123	\$69,025	\$70,945	\$72,884	\$74,842	\$76,822	\$78,820	\$80,837	\$82,877	\$84,934	\$87,012	\$89,110	\$1,923	\$1,470
19	\$57,016	\$58,916	\$60,836	\$62,776	\$64,736	\$66,712	\$68,711	\$70,728	\$72,766	\$74,824	\$76,904	\$79,002	\$81,123	\$83,264	\$85,428	\$87,612	\$89,819	\$92,048	\$94,299	\$96,573	\$2,082	\$1,575
20	\$62,120	\$64,190	\$66,281	\$68,395	\$70,527	\$72,682	\$74,858	\$77,056	\$79,277	\$81,517	\$83,783	\$86,071	\$88,381	\$90,714	\$93,071	\$95,450	\$97,854	\$100,283	\$102,736	\$105,214	\$2,268	\$1,575
21	\$67,443	\$69,692	\$71,963	\$74,255	\$76,570	\$78,907	\$81,270	\$83,657	\$86,067	\$88,501	\$90,957	\$93,441	\$95,949	\$98,480	\$101,038	\$103,620	\$106,230	\$108,864	\$111,524	\$114,211	\$2,461	\$1,575
22	\$73,653	\$76,108	\$78,587	\$81,092	\$83,623	\$86,175	\$88,756	\$91,362	\$93,994	\$96,651	\$99,336	\$102,048	\$104,786	\$107,553	\$110,347	\$113,168	\$116,019	\$118,897	\$121,804	\$124,740	\$2,689	\$1,575

**Administrators, Counselors and Librarians**

**ACL 10 Month Contract - FY2019**

	Step																					Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
8	\$28,453	\$29,400	\$30,361	\$31,331	\$32,309	\$33,299	\$34,297	\$35,304	\$36,325	\$37,354	\$38,393	\$39,442	\$40,501	\$41,572	\$42,653	\$43,745	\$44,849	\$45,964	\$47,090	\$48,228	\$49,376	\$1,046	\$1,050
9	\$29,516	\$30,495	\$31,486	\$32,489	\$33,499	\$34,520	\$35,550	\$36,591	\$37,642	\$38,704	\$39,777	\$40,860	\$41,955	\$43,060	\$44,177	\$45,305	\$46,442	\$47,592	\$48,754	\$49,927	\$51,111	\$1,080	\$1,050
10	\$30,734	\$31,760	\$32,794	\$33,840	\$34,895	\$35,961	\$37,040	\$38,129	\$39,228	\$40,338	\$41,459	\$42,592	\$43,736	\$44,888	\$46,055	\$47,235	\$48,423	\$49,625	\$50,839	\$52,065	\$53,304	\$1,128	\$1,050
11	\$32,233	\$33,305	\$34,388	\$35,481	\$36,586	\$37,702	\$38,828	\$39,965	\$41,115	\$42,273	\$43,446	\$44,631	\$45,827	\$47,034	\$48,252	\$49,485	\$50,730	\$51,985	\$53,253	\$54,533	\$55,826	\$1,180	\$1,155
12	\$33,901	\$35,033	\$36,175	\$37,328	\$38,492	\$39,670	\$40,859	\$42,060	\$43,274	\$44,498	\$45,735	\$46,984	\$48,245	\$49,520	\$50,809	\$52,109	\$53,423	\$54,749	\$56,088	\$57,441	\$58,807	\$1,245	\$1,155
13	\$35,865	\$37,060	\$38,269	\$39,489	\$40,723	\$41,964	\$43,221	\$44,491	\$45,773	\$47,070	\$48,378	\$49,699	\$51,033	\$52,381	\$53,742	\$55,118	\$56,507	\$57,910	\$59,327	\$60,758	\$62,204	\$1,317	\$1,260
14	\$38,155	\$39,426	\$40,710	\$42,006	\$43,316	\$44,638	\$45,975	\$47,323	\$48,685	\$50,061	\$51,452	\$52,855	\$54,273	\$55,704	\$57,151	\$58,611	\$60,087	\$61,578	\$63,084	\$64,605	\$66,141	\$1,399	\$1,260
15	\$41,264	\$42,641	\$44,030	\$45,435	\$46,854	\$48,283	\$49,729	\$51,191	\$52,667	\$54,157	\$55,662	\$57,184	\$58,717	\$60,269	\$61,835	\$63,416	\$65,015	\$66,629	\$68,259	\$69,906	\$71,568	\$1,515	\$1,365
16	\$44,811	\$46,305	\$47,814	\$49,337	\$50,876	\$52,429	\$53,998	\$55,584	\$57,185	\$58,802	\$60,434	\$62,083	\$63,749	\$65,432	\$67,130	\$68,847	\$70,581	\$72,331	\$74,099	\$75,884	\$77,687	\$1,644	\$1,365
17	\$48,364	\$49,979	\$51,609	\$53,256	\$54,920	\$56,601	\$58,298	\$60,013	\$61,743	\$63,491	\$65,258	\$67,042	\$68,845	\$70,663	\$72,502	\$74,358	\$76,231	\$78,126	\$80,040	\$81,973	\$83,925	\$1,778	\$1,470
18	\$52,577	\$54,331	\$56,106	\$57,897	\$59,705	\$61,532	\$63,377	\$65,241	\$67,123	\$69,025	\$70,945	\$72,884	\$74,842	\$76,822	\$78,820	\$80,837	\$82,877	\$84,934	\$87,012	\$89,110	\$91,229	\$1,933	\$1,470
19	\$57,016	\$58,916	\$60,836	\$62,776	\$64,736	\$66,712	\$68,711	\$70,728	\$72,766	\$74,824	\$76,904	\$79,002	\$81,123	\$83,264	\$85,428	\$87,612	\$89,819	\$92,048	\$94,299	\$96,573	\$98,870	\$2,093	\$1,575
20	\$62,120	\$64,190	\$66,281	\$68,395	\$70,527	\$72,682	\$74,858	\$77,056	\$79,277	\$81,517	\$83,783	\$86,071	\$88,381	\$90,714	\$93,071	\$95,450	\$97,854	\$100,283	\$102,736	\$105,214	\$107,717	\$2,280	\$1,575
21	\$67,443	\$69,692	\$71,963	\$74,255	\$76,570	\$78,907	\$81,270	\$83,657	\$86,067	\$88,501	\$90,957	\$93,441	\$95,949	\$98,480	\$101,038	\$103,620	\$106,230	\$108,864	\$111,524	\$114,211	\$116,925	\$2,474	\$1,575
22	\$73,653	\$76,108	\$78,587	\$81,092	\$83,623	\$86,175	\$88,756	\$91,362	\$93,994	\$96,651	\$99,336	\$102,048	\$104,786	\$107,553	\$110,347	\$113,168	\$116,019	\$118,897	\$121,804	\$124,740	\$127,705	\$2,703	\$1,575

**Administrators, Counselors and Librarians**

**ACL 10 Month Contract - FY2020**

	Step																						Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
8	\$29,449	\$30,429	\$31,419	\$32,419	\$33,429	\$34,449	\$35,479	\$36,519	\$37,570	\$38,631	\$39,703	\$40,786	\$41,880	\$42,984	\$44,099	\$45,226	\$46,364	\$47,513	\$48,674	\$49,847	\$51,031	\$52,227	\$1,085	\$1,087
9	\$30,549	\$31,562	\$32,586	\$33,619	\$34,663	\$35,718	\$36,783	\$37,858	\$38,945	\$40,042	\$41,150	\$42,269	\$43,400	\$44,542	\$45,695	\$46,859	\$48,036	\$49,224	\$50,424	\$51,636	\$52,860	\$54,097	\$1,121	\$1,087
10	\$31,810	\$32,872	\$33,944	\$35,027	\$36,121	\$37,226	\$38,343	\$39,470	\$40,608	\$41,758	\$42,920	\$44,093	\$45,277	\$46,474	\$47,683	\$48,903	\$50,136	\$51,381	\$52,639	\$53,909	\$55,192	\$56,488	\$1,175	\$1,087
11	\$33,361	\$34,471	\$35,591	\$36,723	\$37,866	\$39,021	\$40,187	\$41,365	\$42,554	\$43,756	\$44,969	\$46,195	\$47,433	\$48,683	\$49,946	\$51,221	\$52,509	\$53,810	\$55,124	\$56,451	\$57,792	\$59,146	\$1,228	\$1,195
12	\$35,088	\$36,259	\$37,442	\$38,638	\$39,845	\$41,064	\$42,295	\$43,539	\$44,795	\$46,064	\$47,345	\$48,639	\$49,947	\$51,267	\$52,600	\$53,947	\$55,307	\$56,681	\$58,069	\$59,470	\$60,885	\$62,315	\$1,297	\$1,195
13	\$37,120	\$38,357	\$39,606	\$40,868	\$42,142	\$43,429	\$44,729	\$46,042	\$47,368	\$48,708	\$50,060	\$51,426	\$52,806	\$54,200	\$55,608	\$57,029	\$58,465	\$59,916	\$61,380	\$62,860	\$64,354	\$65,863	\$1,369	\$1,304
14	\$39,490	\$40,806	\$42,135	\$43,476	\$44,832	\$46,201	\$47,583	\$48,980	\$50,390	\$51,815	\$53,253	\$54,706	\$56,174	\$57,656	\$59,154	\$60,666	\$62,193	\$63,735	\$65,293	\$66,867	\$68,456	\$70,061	\$1,456	\$1,304
15	\$42,708	\$44,133	\$45,573	\$47,027	\$48,495	\$49,978	\$51,476	\$52,989	\$54,517	\$56,060	\$57,619	\$59,193	\$60,783	\$62,389	\$64,011	\$65,649	\$67,304	\$68,975	\$70,663	\$72,368	\$74,090	\$75,829	\$1,577	\$1,413
16	\$46,379	\$47,926	\$49,487	\$51,065	\$52,658	\$54,267	\$55,892	\$57,534	\$59,191	\$60,866	\$62,557	\$64,265	\$65,990	\$67,733	\$69,492	\$71,270	\$73,065	\$74,878	\$76,709	\$78,559	\$80,427	\$82,314	\$1,711	\$1,413
17	\$50,057	\$51,728	\$53,417	\$55,122	\$56,844	\$58,583	\$60,340	\$62,114	\$63,906	\$65,716	\$67,545	\$69,391	\$71,256	\$73,139	\$75,042	\$76,963	\$78,904	\$80,864	\$82,843	\$84,843	\$86,862	\$88,902	\$1,850	\$1,521
18	\$54,417	\$56,233	\$58,066	\$59,918	\$61,788	\$63,678	\$65,586	\$67,513	\$69,459	\$71,425	\$73,410	\$75,416	\$77,441	\$79,487	\$81,553	\$83,639	\$85,747	\$87,876	\$90,026	\$92,197	\$94,390	\$96,605	\$2,009	\$1,521
19	\$59,012	\$60,978	\$62,964	\$64,970	\$66,996	\$69,043	\$71,109	\$73,197	\$75,305	\$77,435	\$79,586	\$81,758	\$83,952	\$86,168	\$88,406	\$90,666	\$92,949	\$95,255	\$97,584	\$99,936	\$102,312	\$104,711	\$2,176	\$1,630
20	\$64,294	\$66,437	\$68,601	\$70,786	\$72,993	\$75,223	\$77,475	\$79,749	\$82,046	\$84,366	\$86,709	\$89,076	\$91,466	\$93,880	\$96,318	\$98,781	\$101,268	\$103,781	\$106,318	\$108,881	\$111,469	\$114,083	\$2,371	\$1,630
21	\$69,804	\$72,131	\$74,482	\$76,857	\$79,255	\$81,677	\$84,124	\$86,595	\$89,090	\$91,611	\$94,157	\$96,728	\$99,325	\$101,948	\$104,597	\$107,272	\$109,975	\$112,704	\$115,461	\$118,245	\$121,057	\$123,898	\$2,576	\$1,630
22	\$76,231	\$78,772	\$81,338	\$83,930	\$86,548	\$89,192	\$91,863	\$94,560	\$97,284	\$100,036	\$102,815	\$105,621	\$108,456	\$111,319	\$114,211	\$117,132	\$120,082	\$123,061	\$126,070	\$129,110	\$132,179	\$135,280	\$2,812	\$1,630

**Administrators, Counselors and Librarians**

**ACL 10 Month Contract - FY2021**

	Step																							Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
8	\$30,480	\$31,494	\$32,519	\$33,553	\$34,599	\$35,654	\$36,720	\$37,797	\$38,885	\$39,983	\$41,093	\$42,214	\$43,345	\$44,488	\$45,643	\$46,809	\$47,987	\$49,176	\$50,378	\$51,591	\$52,817	\$54,055	\$55,305	\$1,128	\$1,125
9	\$31,618	\$32,667	\$33,726	\$34,796	\$35,877	\$36,968	\$38,070	\$39,183	\$40,308	\$41,443	\$42,590	\$43,749	\$44,919	\$46,101	\$47,294	\$48,500	\$49,717	\$50,947	\$52,189	\$53,443	\$54,710	\$55,990	\$57,282	\$1,167	\$1,125
10	\$32,923	\$34,022	\$35,132	\$36,253	\$37,386	\$38,529	\$39,685	\$40,851	\$42,030	\$43,220	\$44,422	\$45,636	\$46,862	\$48,101	\$49,351	\$50,615	\$51,891	\$53,180	\$54,481	\$55,796	\$57,124	\$58,465	\$59,819	\$1,223	\$1,125
11	\$34,529	\$35,677	\$36,837	\$38,008	\$39,192	\$40,387	\$41,593	\$42,812	\$44,044	\$45,287	\$46,543	\$47,812	\$49,093	\$50,387	\$51,694	\$53,014	\$54,347	\$55,693	\$57,053	\$58,427	\$59,814	\$61,216	\$62,631	\$1,277	\$1,237
12	\$36,316	\$37,528	\$38,753	\$39,990	\$41,239	\$42,501	\$43,776	\$45,063	\$46,363	\$47,676	\$49,002	\$50,342	\$51,695	\$53,061	\$54,441	\$55,835	\$57,243	\$58,665	\$60,101	\$61,551	\$63,016	\$64,496	\$65,990	\$1,349	\$1,237
13	\$38,419	\$39,700	\$40,993	\$42,298	\$43,617	\$44,949	\$46,295	\$47,654	\$49,026	\$50,412	\$51,812	\$53,226	\$54,655	\$56,097	\$57,554	\$59,025	\$60,512	\$62,013	\$63,529	\$65,060	\$66,606	\$68,168	\$69,746	\$1,424	\$1,350
14	\$40,873	\$42,234	\$43,609	\$44,998	\$46,401	\$47,818	\$49,249	\$50,694	\$52,154	\$53,628	\$55,117	\$56,621	\$58,140	\$59,674	\$61,224	\$62,789	\$64,370	\$65,966	\$67,579	\$69,207	\$70,852	\$72,513	\$74,191	\$1,514	\$1,350
15	\$44,203	\$45,678	\$47,168	\$48,673	\$50,192	\$51,727	\$53,278	\$54,844	\$56,425	\$58,022	\$59,636	\$61,265	\$62,911	\$64,573	\$66,252	\$67,947	\$69,660	\$71,389	\$73,136	\$74,901	\$76,683	\$78,483	\$80,300	\$1,641	\$1,462
16	\$48,003	\$49,603	\$51,219	\$52,852	\$54,501	\$56,166	\$57,848	\$59,547	\$61,263	\$62,996	\$64,746	\$66,514	\$68,300	\$70,103	\$71,925	\$73,764	\$75,622	\$77,499	\$79,394	\$81,309	\$83,242	\$85,195	\$87,167	\$1,780	\$1,462
17	\$51,809	\$53,539	\$55,286	\$57,051	\$58,833	\$60,634	\$62,452	\$64,288	\$66,143	\$68,017	\$69,909	\$71,820	\$73,750	\$75,699	\$77,668	\$79,657	\$81,665	\$83,694	\$85,743	\$87,812	\$89,902	\$92,013	\$94,145	\$1,924	\$1,574
18	\$56,322	\$58,201	\$60,098	\$62,015	\$63,951	\$65,906	\$67,881	\$69,876	\$71,890	\$73,925	\$75,980	\$78,055	\$80,151	\$82,269	\$84,407	\$86,567	\$88,748	\$90,951	\$93,177	\$95,424	\$97,694	\$99,987	\$102,302	\$2,090	\$1,574
19	\$61,077	\$63,112	\$65,168	\$67,244	\$69,341	\$71,459	\$73,598	\$75,759	\$77,941	\$80,145	\$82,371	\$84,619	\$86,890	\$89,183	\$91,500	\$93,839	\$96,202	\$98,589	\$100,999	\$103,434	\$105,893	\$108,376	\$110,885	\$2,264	\$1,687
20	\$66,544	\$68,762	\$71,002	\$73,264	\$75,548	\$77,856	\$80,186	\$82,540	\$84,917	\$87,319	\$89,744	\$92,193	\$94,667	\$97,166	\$99,689	\$102,238	\$104,813	\$107,413	\$110,039	\$112,691	\$115,370	\$118,076	\$120,809	\$2,467	\$1,687
21	\$72,247	\$74,656	\$77,089	\$79,547	\$82,029	\$84,536	\$87,068	\$89,625	\$92,208	\$94,817	\$97,452	\$100,113	\$102,801	\$105,516	\$108,258	\$111,027	\$113,824	\$116,649	\$119,502	\$122,384	\$125,294	\$128,234	\$131,203	\$2,680	\$1,687
22	\$78,899	\$81,529	\$84,185	\$86,868	\$89,577	\$92,314	\$95,078	\$97,870	\$100,689	\$103,537	\$106,413	\$109,318	\$112,252	\$115,215	\$118,209	\$121,231	\$124,285	\$127,368	\$130,483	\$133,629	\$136,806	\$140,015	\$143,256	\$2,925	\$1,687

**Administrators, Counselors and Librarians**

**ACL 9 Month Contract - FY2017**

	Step																			Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
8	\$25,608	\$26,461	\$27,325	\$28,197	\$29,077	\$29,968	\$30,867	\$31,776	\$32,692	\$33,619	\$34,553	\$35,498	\$36,451	\$37,415	\$38,389	\$39,371	\$40,365	\$41,368	\$42,381	\$932	\$1,050
9	\$26,564	\$27,445	\$28,338	\$29,240	\$30,149	\$31,069	\$31,996	\$32,931	\$33,879	\$34,834	\$35,799	\$36,775	\$37,760	\$38,754	\$39,759	\$40,774	\$41,797	\$42,833	\$43,879	\$962	\$1,050
10	\$27,661	\$28,584	\$29,516	\$30,455	\$31,406	\$32,366	\$33,336	\$34,315	\$35,305	\$36,304	\$37,313	\$38,332	\$39,361	\$40,400	\$41,450	\$42,510	\$43,581	\$44,663	\$45,756	\$1,005	\$1,050
11	\$29,010	\$29,974	\$30,949	\$31,933	\$32,927	\$33,932	\$34,945	\$35,968	\$37,002	\$38,047	\$39,102	\$40,168	\$41,243	\$42,330	\$43,428	\$44,537	\$45,656	\$46,787	\$47,929	\$1,051	\$1,155
12	\$30,511	\$31,530	\$32,557	\$33,594	\$34,644	\$35,704	\$36,774	\$37,854	\$38,946	\$40,049	\$41,162	\$42,287	\$43,422	\$44,568	\$45,727	\$46,898	\$48,080	\$49,273	\$50,478	\$1,109	\$1,155
13	\$32,279	\$33,354	\$34,442	\$35,540	\$36,649	\$37,768	\$38,899	\$40,042	\$41,196	\$42,363	\$43,540	\$44,730	\$45,931	\$47,143	\$48,368	\$49,607	\$50,856	\$52,118	\$53,393	\$1,173	\$1,260
14	\$34,340	\$35,484	\$36,638	\$37,805	\$38,983	\$40,175	\$41,377	\$42,591	\$43,816	\$45,054	\$46,306	\$47,570	\$48,845	\$50,134	\$51,435	\$52,750	\$54,078	\$55,420	\$56,775	\$1,246	\$1,260
15	\$37,138	\$38,377	\$39,628	\$40,891	\$42,167	\$43,456	\$44,758	\$46,072	\$47,401	\$48,742	\$50,097	\$51,465	\$52,845	\$54,243	\$55,652	\$57,074	\$58,514	\$59,967	\$61,435	\$1,350	\$1,365
16	\$40,330	\$41,674	\$43,032	\$44,403	\$45,789	\$47,185	\$48,597	\$50,025	\$51,465	\$52,920	\$54,391	\$55,875	\$57,373	\$58,888	\$60,417	\$61,963	\$63,522	\$65,098	\$66,690	\$1,464	\$1,365
17	\$43,527	\$44,981	\$46,448	\$47,930	\$49,428	\$50,940	\$52,468	\$54,011	\$55,569	\$57,143	\$58,732	\$60,337	\$61,960	\$63,596	\$65,252	\$66,921	\$68,608	\$70,313	\$72,035	\$1,584	\$1,470
18	\$47,319	\$48,899	\$50,496	\$52,107	\$53,736	\$55,379	\$57,039	\$58,717	\$60,411	\$62,123	\$63,851	\$65,596	\$67,359	\$69,139	\$70,937	\$72,753	\$74,588	\$76,441	\$78,313	\$1,722	\$1,470
19	\$51,315	\$53,024	\$54,753	\$56,499	\$58,262	\$60,042	\$61,841	\$63,655	\$65,489	\$67,341	\$69,213	\$71,103	\$73,012	\$74,938	\$76,884	\$78,852	\$80,837	\$82,843	\$84,869	\$1,864	\$1,575
20	\$55,907	\$57,771	\$59,653	\$61,556	\$63,475	\$65,414	\$67,372	\$69,351	\$71,349	\$73,366	\$75,404	\$77,464	\$79,543	\$81,643	\$83,764	\$85,905	\$88,069	\$90,254	\$92,461	\$2,031	\$1,575
21	\$60,699	\$62,723	\$64,765	\$66,829	\$68,913	\$71,016	\$73,142	\$75,291	\$77,460	\$79,650	\$81,862	\$84,096	\$86,354	\$88,632	\$90,934	\$93,258	\$95,608	\$97,979	\$100,374	\$2,204	\$1,575
22	\$66,288	\$68,497	\$70,728	\$72,983	\$75,259	\$77,558	\$79,881	\$82,226	\$84,594	\$86,986	\$89,402	\$91,843	\$94,308	\$96,797	\$99,313	\$101,852	\$104,417	\$107,008	\$109,625	\$2,408	\$1,575

**Administrators, Counselors and Librarians**

**ACL 9 Month Contract - FY2018**

	Step																				Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
8	\$25,608	\$26,461	\$27,325	\$28,197	\$29,077	\$29,968	\$30,867	\$31,776	\$32,692	\$33,619	\$34,553	\$35,498	\$36,451	\$37,415	\$38,389	\$39,371	\$40,365	\$41,368	\$42,381	\$43,404	\$937	\$1,050
9	\$26,564	\$27,445	\$28,338	\$29,240	\$30,149	\$31,069	\$31,996	\$32,931	\$33,879	\$34,834	\$35,799	\$36,775	\$37,760	\$38,754	\$39,759	\$40,774	\$41,797	\$42,833	\$43,879	\$44,936	\$967	\$1,050
10	\$27,661	\$28,584	\$29,516	\$30,455	\$31,406	\$32,366	\$33,336	\$34,315	\$35,305	\$36,304	\$37,313	\$38,332	\$39,361	\$40,400	\$41,450	\$42,510	\$43,581	\$44,663	\$45,756	\$46,860	\$1,010	\$1,050
11	\$29,010	\$29,974	\$30,949	\$31,933	\$32,927	\$33,932	\$34,945	\$35,968	\$37,002	\$38,047	\$39,102	\$40,168	\$41,243	\$42,330	\$43,428	\$44,537	\$45,656	\$46,787	\$47,929	\$49,083	\$1,056	\$1,155
12	\$30,511	\$31,530	\$32,557	\$33,594	\$34,644	\$35,704	\$36,774	\$37,854	\$38,946	\$40,049	\$41,162	\$42,287	\$43,422	\$44,568	\$45,727	\$46,898	\$48,080	\$49,273	\$50,478	\$51,695	\$1,115	\$1,155
13	\$32,279	\$33,354	\$34,442	\$35,540	\$36,649	\$37,768	\$38,899	\$40,042	\$41,196	\$42,363	\$43,540	\$44,730	\$45,931	\$47,143	\$48,368	\$49,607	\$50,856	\$52,118	\$53,393	\$54,680	\$1,179	\$1,260
14	\$34,340	\$35,484	\$36,638	\$37,805	\$38,983	\$40,175	\$41,377	\$42,591	\$43,816	\$45,054	\$46,306	\$47,570	\$48,845	\$50,134	\$51,435	\$52,750	\$54,078	\$55,420	\$56,775	\$58,144	\$1,253	\$1,260
15	\$37,138	\$38,377	\$39,628	\$40,891	\$42,167	\$43,456	\$44,758	\$46,072	\$47,401	\$48,742	\$50,097	\$51,465	\$52,845	\$54,243	\$55,652	\$57,074	\$58,514	\$59,967	\$61,435	\$62,917	\$1,357	\$1,365
16	\$40,330	\$41,674	\$43,032	\$44,403	\$45,789	\$47,185	\$48,597	\$50,025	\$51,465	\$52,920	\$54,391	\$55,875	\$57,373	\$58,888	\$60,417	\$61,963	\$63,522	\$65,098	\$66,690	\$68,297	\$1,472	\$1,365
17	\$43,527	\$44,981	\$46,448	\$47,930	\$49,428	\$50,940	\$52,468	\$54,011	\$55,569	\$57,143	\$58,732	\$60,337	\$61,960	\$63,596	\$65,252	\$66,921	\$68,608	\$70,313	\$72,035	\$73,774	\$1,592	\$1,470
18	\$47,319	\$48,899	\$50,496	\$52,107	\$53,736	\$55,379	\$57,039	\$58,717	\$60,411	\$62,123	\$63,851	\$65,596	\$67,359	\$69,139	\$70,937	\$72,753	\$74,588	\$76,441	\$78,313	\$80,203	\$1,731	\$1,470
19	\$51,315	\$53,024	\$54,753	\$56,499	\$58,262	\$60,042	\$61,841	\$63,655	\$65,489	\$67,341	\$69,213	\$71,103	\$73,012	\$74,938	\$76,884	\$78,852	\$80,837	\$82,843	\$84,869	\$86,915	\$1,874	\$1,575
20	\$55,907	\$57,771	\$59,653	\$61,556	\$63,475	\$65,414	\$67,372	\$69,351	\$71,349	\$73,366	\$75,404	\$77,464	\$79,543	\$81,643	\$83,764	\$85,905	\$88,069	\$90,254	\$92,461	\$94,690	\$2,041	\$1,575
21	\$60,699	\$62,723	\$64,765	\$66,829	\$68,913	\$71,016	\$73,142	\$75,291	\$77,460	\$79,650	\$81,862	\$84,096	\$86,354	\$88,632	\$90,934	\$93,258	\$95,608	\$97,979	\$100,374	\$102,792	\$2,215	\$1,575
22	\$66,288	\$68,497	\$70,728	\$72,983	\$75,259	\$77,558	\$79,881	\$82,226	\$84,594	\$86,986	\$89,402	\$91,843	\$94,308	\$96,797	\$99,313	\$101,852	\$104,417	\$107,008	\$109,625	\$112,268	\$2,420	\$1,575

**Administrators, Counselors and Librarians**

**ACL 9 Month Contract - FY2019**

	Step																					Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
8	\$25,608	\$26,461	\$27,325	\$28,197	\$29,077	\$29,968	\$30,867	\$31,776	\$32,692	\$33,619	\$34,553	\$35,498	\$36,451	\$37,415	\$38,389	\$39,371	\$40,365	\$41,368	\$42,381	\$43,404	\$44,438	\$941	\$1,050
9	\$26,564	\$27,445	\$28,338	\$29,240	\$30,149	\$31,069	\$31,996	\$32,931	\$33,879	\$34,834	\$35,799	\$36,775	\$37,760	\$38,754	\$39,759	\$40,774	\$41,797	\$42,833	\$43,879	\$44,936	\$46,004	\$972	\$1,050
10	\$27,661	\$28,584	\$29,516	\$30,455	\$31,406	\$32,366	\$33,336	\$34,315	\$35,305	\$36,304	\$37,313	\$38,332	\$39,361	\$40,400	\$41,450	\$42,510	\$43,581	\$44,663	\$45,756	\$46,860	\$47,974	\$1,016	\$1,050
11	\$29,010	\$29,974	\$30,949	\$31,933	\$32,927	\$33,932	\$34,945	\$35,968	\$37,002	\$38,047	\$39,102	\$40,168	\$41,243	\$42,330	\$43,428	\$44,537	\$45,656	\$46,787	\$47,929	\$49,083	\$50,248	\$1,062	\$1,155
12	\$30,511	\$31,530	\$32,557	\$33,594	\$34,644	\$35,704	\$36,774	\$37,854	\$38,946	\$40,049	\$41,162	\$42,287	\$43,422	\$44,568	\$45,727	\$46,898	\$48,080	\$49,273	\$50,478	\$51,695	\$52,924	\$1,121	\$1,155
13	\$32,279	\$33,354	\$34,442	\$35,540	\$36,649	\$37,768	\$38,899	\$40,042	\$41,196	\$42,363	\$43,540	\$44,730	\$45,931	\$47,143	\$48,368	\$49,607	\$50,856	\$52,118	\$53,393	\$54,680	\$55,980	\$1,185	\$1,260
14	\$34,340	\$35,484	\$36,638	\$37,805	\$38,983	\$40,175	\$41,377	\$42,591	\$43,816	\$45,054	\$46,306	\$47,570	\$48,845	\$50,134	\$51,435	\$52,750	\$54,078	\$55,420	\$56,775	\$58,144	\$59,527	\$1,259	\$1,260
15	\$37,138	\$38,377	\$39,628	\$40,891	\$42,167	\$43,456	\$44,758	\$46,072	\$47,401	\$48,742	\$50,097	\$51,465	\$52,845	\$54,243	\$55,652	\$57,074	\$58,514	\$59,967	\$61,435	\$62,917	\$64,414	\$1,364	\$1,365
16	\$40,330	\$41,674	\$43,032	\$44,403	\$45,789	\$47,185	\$48,597	\$50,025	\$51,465	\$52,920	\$54,391	\$55,875	\$57,373	\$58,888	\$60,417	\$61,963	\$63,522	\$65,098	\$66,690	\$68,297	\$69,921	\$1,480	\$1,365
17	\$43,527	\$44,981	\$46,448	\$47,930	\$49,428	\$50,940	\$52,468	\$54,011	\$55,569	\$57,143	\$58,732	\$60,337	\$61,960	\$63,596	\$65,252	\$66,921	\$68,608	\$70,313	\$72,035	\$73,774	\$75,531	\$1,600	\$1,470
18	\$47,319	\$48,899	\$50,496	\$52,107	\$53,736	\$55,379	\$57,039	\$58,717	\$60,411	\$62,123	\$63,851	\$65,596	\$67,359	\$69,139	\$70,937	\$72,753	\$74,588	\$76,441	\$78,313	\$80,203	\$82,112	\$1,740	\$1,470
19	\$51,315	\$53,024	\$54,753	\$56,499	\$58,262	\$60,042	\$61,841	\$63,655	\$65,489	\$67,341	\$69,213	\$71,103	\$73,012	\$74,938	\$76,884	\$78,852	\$80,837	\$82,843	\$84,869	\$86,915	\$88,982	\$1,883	\$1,575
20	\$55,907	\$57,771	\$59,653	\$61,556	\$63,475	\$65,414	\$67,372	\$69,351	\$71,349	\$73,366	\$75,404	\$77,464	\$79,543	\$81,643	\$83,764	\$85,905	\$88,069	\$90,254	\$92,461	\$94,690	\$96,941	\$2,052	\$1,575
21	\$60,699	\$62,723	\$64,765	\$66,829	\$68,913	\$71,016	\$73,142	\$75,291	\$77,460	\$79,650	\$81,862	\$84,096	\$86,354	\$88,632	\$90,934	\$93,258	\$95,608	\$97,979	\$100,374	\$102,792	\$105,235	\$2,227	\$1,575
22	\$66,288	\$68,497	\$70,728	\$72,983	\$75,259	\$77,558	\$79,881	\$82,226	\$84,594	\$86,986	\$89,402	\$91,843	\$94,308	\$96,797	\$99,313	\$101,852	\$104,417	\$107,008	\$109,625	\$112,268	\$114,937	\$2,432	\$1,575



**Administrators, Counselors and Librarians**

**ACL 9 Month Contract - FY2020**

	Step																						Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		
8	\$26,504	\$27,387	\$28,279	\$29,179	\$30,089	\$31,008	\$31,936	\$32,873	\$33,819	\$34,775	\$35,741	\$36,716	\$37,701	\$38,696	\$39,701	\$40,716	\$41,740	\$42,776	\$43,821	\$44,877	\$45,944	\$47,021	\$977	\$1,087
9	\$27,494	\$28,406	\$29,327	\$30,257	\$31,196	\$32,145	\$33,103	\$34,071	\$35,049	\$36,036	\$37,034	\$38,041	\$39,058	\$40,086	\$41,123	\$42,171	\$43,230	\$44,299	\$45,379	\$46,470	\$47,571	\$48,684	\$1,009	\$1,087
10	\$28,629	\$29,584	\$30,549	\$31,524	\$32,508	\$33,502	\$34,506	\$35,520	\$36,544	\$37,579	\$38,624	\$39,679	\$40,745	\$41,821	\$42,908	\$44,007	\$45,116	\$46,236	\$47,367	\$48,510	\$49,664	\$50,830	\$1,057	\$1,087
11	\$30,025	\$31,023	\$32,031	\$33,049	\$34,077	\$35,115	\$36,163	\$37,223	\$38,292	\$39,373	\$40,464	\$41,566	\$42,679	\$43,803	\$44,939	\$46,086	\$47,244	\$48,414	\$49,596	\$50,789	\$51,995	\$53,212	\$1,104	\$1,195
12	\$31,579	\$32,634	\$33,699	\$34,775	\$35,861	\$36,959	\$38,067	\$39,187	\$40,317	\$41,460	\$42,613	\$43,778	\$44,955	\$46,143	\$47,343	\$48,556	\$49,780	\$51,017	\$52,266	\$53,527	\$54,802	\$56,088	\$1,167	\$1,195
13	\$33,409	\$34,521	\$35,645	\$36,780	\$37,926	\$39,084	\$40,254	\$41,435	\$42,628	\$43,832	\$45,049	\$46,278	\$47,520	\$48,773	\$50,040	\$51,319	\$52,610	\$53,915	\$55,233	\$56,563	\$57,908	\$59,265	\$1,231	\$1,304
14	\$35,542	\$36,726	\$37,922	\$39,130	\$40,350	\$41,582	\$42,826	\$44,083	\$45,352	\$46,635	\$47,930	\$49,237	\$50,558	\$51,893	\$53,240	\$54,601	\$55,976	\$57,364	\$58,767	\$60,183	\$61,613	\$63,058	\$1,310	\$1,304
15	\$38,438	\$39,720	\$41,015	\$42,324	\$43,645	\$44,979	\$46,327	\$47,688	\$49,063	\$50,452	\$51,854	\$53,271	\$54,701	\$56,146	\$57,606	\$59,080	\$60,569	\$62,072	\$63,591	\$65,125	\$66,674	\$68,239	\$1,419	\$1,413
16	\$41,742	\$43,133	\$44,538	\$45,957	\$47,390	\$48,837	\$50,299	\$51,776	\$53,267	\$54,774	\$56,295	\$57,831	\$59,383	\$60,951	\$62,534	\$64,133	\$65,748	\$67,379	\$69,026	\$70,690	\$72,371	\$74,068	\$1,539	\$1,413
17	\$45,050	\$46,555	\$48,075	\$49,610	\$51,161	\$52,727	\$54,309	\$55,906	\$57,519	\$59,149	\$60,795	\$62,457	\$64,136	\$65,832	\$67,545	\$69,275	\$71,022	\$72,786	\$74,568	\$76,369	\$78,187	\$80,023	\$1,665	\$1,521
18	\$48,975	\$50,610	\$52,262	\$53,930	\$55,615	\$57,317	\$59,036	\$60,771	\$62,525	\$64,296	\$66,084	\$67,890	\$69,715	\$71,558	\$73,419	\$75,298	\$77,197	\$79,114	\$81,051	\$83,007	\$84,983	\$86,978	\$1,810	\$1,521
19	\$53,111	\$54,880	\$56,666	\$58,471	\$60,293	\$62,134	\$63,993	\$65,870	\$67,767	\$69,682	\$71,617	\$73,571	\$75,544	\$77,537	\$79,550	\$81,583	\$83,637	\$85,711	\$87,806	\$89,922	\$92,059	\$94,217	\$1,957	\$1,630
20	\$57,864	\$59,793	\$61,742	\$63,710	\$65,697	\$67,705	\$69,732	\$71,780	\$73,849	\$75,938	\$78,048	\$80,179	\$82,331	\$84,505	\$86,701	\$88,919	\$91,158	\$93,420	\$95,705	\$98,013	\$100,344	\$102,698	\$2,135	\$1,630
21	\$62,823	\$64,918	\$67,034	\$69,171	\$71,329	\$73,509	\$75,711	\$77,935	\$80,181	\$82,449	\$84,740	\$87,054	\$89,391	\$91,752	\$94,136	\$96,544	\$98,976	\$101,432	\$103,913	\$106,419	\$108,950	\$111,506	\$2,318	\$1,630
22	\$68,608	\$70,894	\$73,204	\$75,536	\$77,891	\$80,271	\$82,674	\$85,100	\$87,552	\$90,027	\$92,528	\$95,054	\$97,604	\$100,181	\$102,783	\$105,411	\$108,065	\$110,746	\$113,454	\$116,188	\$118,950	\$121,740	\$2,530	\$1,630

**Administrators, Counselors and Librarians**

**ACL 9 Month Contract - FY2021**

	Step																							Avg AI Value	At Max Lump Value
Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23		
8	\$27,432	\$28,346	\$29,269	\$30,201	\$31,142	\$32,093	\$33,053	\$34,023	\$35,003	\$35,992	\$36,992	\$38,001	\$39,021	\$40,050	\$41,090	\$42,141	\$43,201	\$44,273	\$45,355	\$46,448	\$47,552	\$48,667	\$49,793	\$1,016	\$1,125
9	\$28,456	\$29,400	\$30,353	\$31,316	\$32,288	\$33,270	\$34,262	\$35,264	\$36,276	\$37,298	\$38,330	\$39,372	\$40,425	\$41,489	\$42,563	\$43,647	\$44,743	\$45,850	\$46,967	\$48,096	\$49,236	\$50,388	\$51,551	\$1,050	\$1,125
10	\$29,631	\$30,620	\$31,619	\$32,627	\$33,646	\$34,675	\$35,714	\$36,763	\$37,824	\$38,894	\$39,976	\$41,068	\$42,171	\$43,285	\$44,410	\$45,547	\$46,695	\$47,854	\$49,025	\$50,208	\$51,402	\$52,609	\$53,827	\$1,100	\$1,125
11	\$31,076	\$32,109	\$33,152	\$34,205	\$35,269	\$36,344	\$37,429	\$38,525	\$39,633	\$40,751	\$41,880	\$43,021	\$44,173	\$45,337	\$46,512	\$47,699	\$48,898	\$50,109	\$51,332	\$52,567	\$53,814	\$55,074	\$56,347	\$1,149	\$1,237
12	\$32,684	\$33,776	\$34,878	\$35,992	\$37,116	\$38,252	\$39,400	\$40,558	\$41,729	\$42,911	\$44,104	\$45,310	\$46,528	\$47,758	\$49,000	\$50,255	\$51,522	\$52,802	\$54,095	\$55,401	\$56,720	\$58,052	\$59,397	\$1,214	\$1,237
13	\$34,578	\$35,730	\$36,893	\$38,067	\$39,254	\$40,452	\$41,663	\$42,885	\$44,120	\$45,367	\$46,626	\$47,898	\$49,183	\$50,480	\$51,791	\$53,115	\$54,452	\$55,802	\$57,166	\$58,543	\$59,934	\$61,340	\$62,759	\$1,281	\$1,350
14	\$36,786	\$38,011	\$39,249	\$40,499	\$41,762	\$43,037	\$44,325	\$45,626	\$46,940	\$48,267	\$49,607	\$50,961	\$52,328	\$53,709	\$55,104	\$56,512	\$57,935	\$59,372	\$60,823	\$62,289	\$63,770	\$65,265	\$66,775	\$1,363	\$1,350
15	\$39,783	\$41,110	\$42,451	\$43,805	\$45,172	\$46,553	\$47,948	\$49,357	\$50,780	\$52,218	\$53,669	\$55,135	\$56,616	\$58,112	\$59,622	\$61,148	\$62,689	\$64,245	\$65,817	\$67,404	\$69,008	\$70,627	\$72,263	\$1,476	\$1,462
16	\$43,203	\$44,642	\$46,096	\$47,565	\$49,048	\$50,547	\$52,060	\$53,588	\$55,132	\$56,691	\$58,265	\$59,856	\$61,462	\$63,084	\$64,723	\$66,378	\$68,049	\$69,737	\$71,442	\$73,164	\$74,904	\$76,661	\$78,435	\$1,601	\$1,462
17	\$46,627	\$48,185	\$49,758	\$51,347	\$52,952	\$54,572	\$56,209	\$57,863	\$59,533	\$61,219	\$62,923	\$64,643	\$66,381	\$68,136	\$69,909	\$71,699	\$73,507	\$75,334	\$77,178	\$79,041	\$80,923	\$82,824	\$84,743	\$1,733	\$1,574
18	\$50,689	\$52,382	\$54,091	\$55,818	\$57,562	\$59,323	\$61,102	\$62,898	\$64,713	\$66,546	\$68,397	\$70,267	\$72,155	\$74,062	\$75,988	\$77,934	\$79,899	\$81,883	\$83,888	\$85,912	\$87,957	\$90,022	\$92,108	\$1,883	\$1,574
19	\$54,970	\$56,801	\$58,650	\$60,517	\$62,403	\$64,308	\$66,233	\$68,176	\$70,139	\$72,121	\$74,123	\$76,146	\$78,188	\$80,251	\$82,335	\$84,439	\$86,564	\$88,711	\$90,879	\$93,069	\$95,281	\$97,514	\$99,771	\$2,036	\$1,687
20	\$59,889	\$61,886	\$63,902	\$65,939	\$67,997	\$70,074	\$72,173	\$74,293	\$76,433	\$78,596	\$80,780	\$82,985	\$85,213	\$87,463	\$89,735	\$92,031	\$94,349	\$96,690	\$99,055	\$101,443	\$103,856	\$106,292	\$108,753	\$2,221	\$1,687
21	\$65,022	\$67,190	\$69,380	\$71,592	\$73,826	\$76,082	\$78,361	\$80,662	\$82,987	\$85,335	\$87,706	\$90,101	\$92,520	\$94,963	\$97,431	\$99,923	\$102,440	\$104,982	\$107,550	\$110,144	\$112,763	\$115,409	\$118,081	\$2,412	\$1,687
22	\$71,009	\$73,376	\$75,766	\$78,180	\$80,618	\$83,080	\$85,567	\$88,079	\$90,616	\$93,178	\$95,766	\$98,380	\$101,020	\$103,687	\$106,380	\$109,100	\$111,847	\$114,622	\$117,424	\$120,255	\$123,114	\$126,001	\$128,917	\$2,632	\$1,687

## **SCHEDULE D**

### **SCHEDULE OF LUMP SUM PAYMENTS IN LIEU OF STEP INCREASE**

<b>Classification</b>	<b>Lump Sum Payment</b>		
	<b>FY2017-FY2019</b>	<b>FY2020</b>	<b>FY2021</b>
CCP8	\$1,050	\$1,087	\$1,125
CCP9	\$1,050	\$1,087	\$1,125
CCP10	\$1,050	\$1,087	\$1,125
CCP11	\$1,155	\$1,195	\$1,237
CCP12	\$1,155	\$1,195	\$1,237
CCP13	\$1,260	\$1,304	\$1,350
CCP14	\$1,260	\$1,304	\$1,350
CCP15	\$1,365	\$1,413	\$1,462
CCP16	\$1,365	\$1,413	\$1,462
CCP17	\$1,470	\$1,521	\$1,574
CCP18	\$1,470	\$1,521	\$1,574
CCP19	\$1,575	\$1,630	\$1,687
CCP20	\$1,575	\$1,630	\$1,687
CCP21	\$1,575	\$1,630	\$1,687
CCP22	\$1,575	\$1,630	\$1,687

## SCHEDULE E

### Value of Step for Purposes of Reclassification of Non-Teaching Employees

#### 12 Month Employees

Group	FY17	FY18	FY19	FY20	FY21
8	\$1,242	\$1,249	\$1,255	\$1,306	\$1,358
9	\$1,282	\$1,289	\$1,296	\$1,347	\$1,401
10	\$1,340	\$1,347	\$1,354	\$1,409	\$1,466
11	\$1,401	\$1,409	\$1,416	\$1,471	\$1,530
12	\$1,479	\$1,487	\$1,495	\$1,555	\$1,618
13	\$1,564	\$1,572	\$1,580	\$1,642	\$1,709
14	\$1,662	\$1,670	\$1,679	\$1,747	\$1,817
15	\$1,800	\$1,809	\$1,818	\$1,893	\$1,970
16	\$1,952	\$1,962	\$1,972	\$2,052	\$2,135
17	\$2,112	\$2,123	\$2,134	\$2,222	\$2,312
18	\$2,296	\$2,307	\$2,319	\$2,412	\$2,509
19	\$2,486	\$2,498	\$2,511	\$2,611	\$2,717
20	\$2,708	\$2,722	\$2,735	\$2,845	\$2,960
21	\$2,939	\$2,954	\$2,969	\$3,089	\$3,214
22	\$3,210	\$3,227	\$3,243	\$3,373	\$3,509

#### 11 Month Employees

Group	FY17	FY18	FY19	FY20	FY21
8	\$1,139	\$1,145	\$1,151	\$1,195	\$1,243
9	\$1,176	\$1,182	\$1,188	\$1,235	\$1,285
10	\$1,229	\$1,235	\$1,241	\$1,292	\$1,344
11	\$1,285	\$1,291	\$1,298	\$1,348	\$1,402
12	\$1,356	\$1,363	\$1,370	\$1,426	\$1,484
13	\$1,434	\$1,441	\$1,448	\$1,506	\$1,567
14	\$1,523	\$1,531	\$1,539	\$1,601	\$1,666
15	\$1,650	\$1,658	\$1,667	\$1,733	\$1,803
16	\$1,790	\$1,799	\$1,808	\$1,882	\$1,958
17	\$1,936	\$1,946	\$1,956	\$2,035	\$2,117
18	\$2,104	\$2,115	\$2,126	\$2,212	\$2,301
19	\$2,278	\$2,290	\$2,302	\$2,395	\$2,492
20	\$2,482	\$2,495	\$2,508	\$2,609	\$2,714
21	\$2,694	\$2,708	\$2,721	\$2,831	\$2,946
22	\$2,942	\$2,958	\$2,973	\$3,091	\$3,216

## SCHEDULE E

### Value of Step for Purposes of Reclassification of Non-Teaching Employees

#### 10 Month Employees

Group	FY17	FY18	FY19	FY20	FY21
8	\$1,035	\$1,041	\$1,046	\$1,085	\$1,128
9	\$1,069	\$1,074	\$1,080	\$1,121	\$1,167
10	\$1,117	\$1,123	\$1,128	\$1,175	\$1,223
11	\$1,168	\$1,174	\$1,180	\$1,228	\$1,277
12	\$1,233	\$1,239	\$1,245	\$1,297	\$1,349
13	\$1,303	\$1,310	\$1,317	\$1,369	\$1,424
14	\$1,385	\$1,392	\$1,399	\$1,456	\$1,514
15	\$1,500	\$1,507	\$1,515	\$1,577	\$1,641
16	\$1,627	\$1,635	\$1,644	\$1,711	\$1,780
17	\$1,760	\$1,769	\$1,778	\$1,850	\$1,924
18	\$1,913	\$1,923	\$1,933	\$2,009	\$2,090
19	\$2,071	\$2,082	\$2,093	\$2,176	\$2,264
20	\$2,256	\$2,268	\$2,280	\$2,371	\$2,467
21	\$2,449	\$2,461	\$2,474	\$2,576	\$2,680
22	\$2,675	\$2,689	\$2,703	\$2,812	\$2,925

#### 9 Month Employees

Group	FY17	FY18	FY19	FY20	FY21
8	\$932	\$937	\$941	\$977	\$1,016
9	\$962	\$967	\$972	\$1,009	\$1,050
10	\$1,005	\$1,010	\$1,016	\$1,057	\$1,100
11	\$1,051	\$1,056	\$1,062	\$1,104	\$1,149
12	\$1,109	\$1,115	\$1,121	\$1,167	\$1,214
13	\$1,173	\$1,179	\$1,185	\$1,231	\$1,281
14	\$1,246	\$1,253	\$1,259	\$1,310	\$1,363
15	\$1,350	\$1,357	\$1,364	\$1,419	\$1,476
16	\$1,464	\$1,472	\$1,480	\$1,539	\$1,601
17	\$1,584	\$1,592	\$1,600	\$1,665	\$1,733
18	\$1,722	\$1,731	\$1,740	\$1,810	\$1,883
19	\$1,864	\$1,874	\$1,883	\$1,957	\$2,036
20	\$2,031	\$2,041	\$2,052	\$2,135	\$2,221
21	\$2,204	\$2,215	\$2,227	\$2,318	\$2,412
22	\$2,408	\$2,420	\$2,432	\$2,530	\$2,632

## SCHEDULE F MISCELLANEOUS RATES OF PAY FOR FY2018-FY2019

	Rates for FY18 and FY19 per SEBAC 2017	Effective Date	
Part-Time Educational Assistants		7/1/2017	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	\$24.94		
Bachelor's Degree	\$28.88		
Master's Degree	\$34.59		
Master's Degree + 4 years	\$42.78		
Part-Time Lecturers		7/1/2017	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	\$1,546		
Level 2	\$1,663		
PTL with Clinical Component	\$11,450	7/1/2017	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	\$77.51	7/1/2017	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	\$4,769	7/1/2017	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	\$4,989	7/1/2017	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2017	
<17 FTE	\$202		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	\$513		
Summer Call-In Per Diem Rate	\$425	7/1/2017	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	\$2,500	7/31/2017	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,500 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.

## MISCELLANEOUS RATES OF PAY FOR FY2020

	Rates for FY20	Effective Date	
Part-Time Educational Assistants		7/1/2019	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	\$26.31		
Bachelor's Degree	\$30.47		
Master's Degree	\$36.49		
Master's Degree + 4 years	\$45.13		
Part-Time Lecturers		7/1/2019	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	\$1,631		
Level 2	\$1,754		
PTL with Clinical Component	\$12,080	7/1/2019	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	\$81.77	7/1/2019	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	\$5,031	7/1/2019	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	\$5,263	7/1/2019	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2019	
<17 FTE	\$213		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	\$541		
Summer Call-In Per Diem Rate	\$448	7/1/2019	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	\$2,500	7/31/2017	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,500 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.

Increases in salary grid are as follows: 5.5% for FY20 and FY21 per 2017 SEBAC Agreement with exception of \$2500 5th course payment.

## SCHEDULE F MISCELLANEOUS RATES OF PAY FOR FY2021

	Rates for FY21	Effective Date	
Part-Time Educational Assistants		7/1/2020	These hourly rates are for part-time Educational Assistants working fewer than 20 hours per week. The rate is based upon the degree required for the position and not the education preparation for the candidate.
Associate's Degree	\$27.76		
Bachelor's Degree	\$32.14		
Master's Degree	\$38.50		
Master's Degree + 4 years	\$47.62		
Part-Time Lecturers		7/1/2020	These rates are the per-credit hour rates. The lower rate is for adjuncts who have not yet completed the teaching of 18 credit hours in the community college system. The higher rate is for adjunct faculty who have already completed teaching 18 credit hours in the system.
Level 1	\$1,721		
Level 2	\$1,851		
PTL with Clinical Component	\$12,744	7/1/2020	This is the rate to be paid to adjuncts who are teaching a course which includes both the didactic and clinical portion of the course.
Part-Time Clinical Faculty - Educational Assistant	\$86.27	7/1/2020	This is the rate of pay for part-time, less than 20 hours per week Educational Assistants hired as Clinical Faculty in Nursing and Allied Health Programs.
Nursing Course Leader	\$5,308	7/1/2020	This is the rate of pay per semester for Nursing and Allied Health Course Leaders.
Program Coordinator	\$5,553	7/1/2020	This rate is based upon the PTL rate for a 3 credit course, and is paid to PCs in lieu of release time. Per the PC agreement, PC Level I gets 3 credits release or pay per year; PC Level II gets 6 credits release or pay per year; PC Level III gets 6 credits release or pay per semester.
Department Chair		7/1/2020	
<17 FTE	\$225		This is the rate per FTE for full and part-time faculty supervised by the Department Chair in accordance with the DC agreement.
>17 FTE	\$571		
Summer Call-In Per Diem Rate	\$473	7/1/2020	These are the per diem rates of pay for summer call in rate pursuant to the Department Chair Agreement and the arbitration award for Nursing and Allied Health.
Teaching compensation in lieu of Additional Responsibility (5th course).	\$2,500	7/31/2017	All faculty employed on or before June 30, 2017 shall elect to either complete AR or teach a 3-credit course for \$2,500 compensation. The parties understand that compensation shall be pro-rated based on the number of credits taught, not necessarily the number of courses. Said election shall be made by the faculty member no later than May 15 of the preceding academic year. AR approval decisions shall be made no later than June 1 of the preceding academic year. The existing practices and rules regarding AR proposals/approvals shall remain in place.
Increases in salary grid are as follows: 5.5% for FY20 and FY21 per 2017 SEBAC Agreement with exception of \$2500 5th course payment.			



**APPENDIX A**  
**MISCELLANEOUS SALARY AND FUNDING PROVISIONS (AFSCME)**

**A. Other Allocations**

- a. In each year of this Agreement, there shall be allocated 1% of payroll to fund promotions and merit awards each fiscal year for the duration of the collective bargaining agreement effective July 1, 2016. Said funding shall commence, however, effective July 1, 2017. Any funds not spent on promotion shall revert back to the BOR.
- b. In each year of this Agreement, there shall be allocated a maximum of five (5) sabbaticals per academic year for the AFSCME to be administered in accordance with applicable contract provisions.
- c. In each year of this Agreement, there shall be allocated 1.35% of payroll shall be allocated to fund professional development, to include nursing refreshers, each fiscal year for the duration of the collective bargaining agreement effective July 1, 2016. Said funding, however, shall commence on July 1, 2017. Any funds not spent on professional development/ nursing refresher shall revert back to the BOR.
- d. The grievance/equity account for AFSCME (Acct #A833) shall continue to be funded as a contract account in the same manner in the collective bargaining agreement effective July 1, 2016 as they were in the 2007-2010 collective bargaining agreement.
- e. All other contract accounts shall terminate and the benefits they support shall become funding obligations of the BOR. All remaining/ residual funds from existing contract accounts shall be transferred to the AFSCME grievance/equity account respectively. Funds that are transferred shall be used in accordance with existing parameters applicable to the grievance/ equity account. Funds presently in the Minority Fellowship account shall also be transferred to the respective bargaining units' grievance/equity accounts on a proportionate basis.

**MISCELLANEOUS SALARY AND FUNDING PROVISIONS (CONGRESS)**

**A. Other Allocations**

- f. In each year of this Agreement, there shall be allocated 1% of payroll to fund promotions and merit awards each fiscal year for the duration of the collective bargaining agreement effective July 1, 2016. Said funding shall commence, however, effective July 1, 2017. Any funds not spent on promotion shall revert back to the BOR.
- g. In each year of this Agreement, there shall be allocated a maximum of twenty six (26) sabbaticals per academic year for the Congress to be administered in accordance with applicable contract provisions.
- h. In each year of this Agreement, there shall be allocated 1.35% of payroll shall be allocated to fund professional development, to include nursing refreshers, each fiscal year for the duration of the collective bargaining agreement effective July 1, 2016. Said funding, however, shall commence on July 1, 2017. Any funds not spent on professional development/ nursing refresher shall revert back to the BOR.

- i. The grievance/equity account for Congress (Acct #A803) shall continue to be funded as a contract account in the same manner in the collective bargaining agreement effective July 1, 2016 as they were in the 2007-2010 collective bargaining agreement.
- j. All other contract accounts shall terminate and the benefits they support shall become funding obligations of the BOR. All remaining/ residual funds from existing contract accounts shall be transferred to the Congress grievance/equity account respectively. Funds that are transferred shall be used in accordance with existing parameters applicable to the grievance/ equity account. Funds presently in the Minority Fellowship account shall also be transferred to the respective bargaining units' grievance/equity accounts on a proportionate basis.

## **APPENDIX B**

### **PROCEDURES FOR ADMINISTRATION**

The intent of these procedures is to promote effective and consistent interpretation and implementation of the Collective Bargaining Agreement, while maintaining the integrity and autonomy of the Congress and AFSCME with respect to their representation of unit employees.

#### **I. UNION REPRESENTATION**

The Board will deal with AFSCME or the Congress, as appropriate, with respect to the wages, benefits, and working conditions of each unit member, consistent with the Collective Bargaining Agreement and these Procedures for Administration.

#### **II. GRIEVANCES**

A. The Congress and AFSCME each will be separately responsible for grievances involving members of the unit which it represents. The Board will deal with the appropriate representative from the Congress or AFSCME. subject to the provisions of Article VII of this Agreement

B. Where the Board believes that either AFSCME or the Congress is taking a position in the grievance procedure which is inconsistent with a position previously or currently taken by the other, it will so indicate to both entities. AFSCME and the Congress will then confer to determine if any modification is necessary to maintain a consistent position.

C. Grievances which do not involve contested issues of contract interpretation shall be solely the responsibility of AFSCME or the Congress according to whose member(s) brought the grievance.

#### **III. ARBITRATION**

A. All arbitration decisions shall be equally binding on the Union and the Board.

B. No issue involving contested issues of contract interpretation shall be arbitrated without notice to and consent by both AFSCME and the Congress.

IV. GENERAL INTERPRETATION

A. AFSCME and the Congress shall take consistent positions with respect to issues of contract interpretation, if any, which may arise outside the context of the grievance procedure.

B. Where the Board believes that either AFSCME or the Congress is taking a position outside the grievance procedure which is inconsistent with a position previously or currently taken by the other, it will so indicate to both. AFSCME and the Congress will then confer to determine if any modification is necessary to maintain a consistent position.

**SUPPLEMENTAL LETTERS OF AGREEMENT**

**RE: POSITION VACANCIES**

The System Office will continue or initiate the following practices:

1. Notice of full-time position vacancies within the unit will be provided to the union. The notices will provide a general description of the duties, minimum qualifications and starting salary.

2. The practice of posting and advertising most position vacancies for thirty days will be continued. The System Office will make a special effort to ensure posting at each college.

3. To the extent possible, consistent with Section 46a-68-41 of the Regulations of State Agencies, the Board will encourage that consideration be given to candidates from within the System for position vacancies at a college. The Board will require that at least three qualified candidates from within the System receive a preliminary interview. In addition, it shall be understood that qualified part-time employees in any of the three bargaining units may be included among the required three internal candidates eligible for interview in connection with the filling of a full-time position vacancy.

4. The President of the Connecticut State Colleges and Universities will, from time-to-time, issue general search procedure guidelines for full-time bargaining unit positions.

This letter is provided for informational purposes only, with the understanding that it is not subject to grievance and arbitration and does not limit Article III of the Agreement.

### **RE: GRADE PLACEMENT**

This memorandum sets forth the understanding of the parties with respect to the placement of unit members who work twenty or more hours per week and are other than teaching faculty.

1. The parties acknowledge that it is the present intent of the Board of Regents to continue the classification structure recommended by Norman D. Willis and Associates. If the classification structure is discontinued, the employer will meet its obligation to bargain with respect to the compensation of new classifications.

2. So long as the employer continues the Willis classification structure, the following considerations shall apply:

a) Unit members who work twenty or more hours per week will be classified by the employer in the grades recommended by Willis.

b) The employer will provide the union with a copy of its guidelines for position placement.

c) When position placement is based on ratings by System Office staff, the position will be referred to the Rating Committee to be rated. The committee will meet at least once each year. This shall not preclude more frequent meetings where there are sufficient bona fide issues which are to be referred to the Rating Committee. The final decision will be made by the President of the Connecticut State Colleges and Universities or his/her designee and a copy will be provided to the union.

d) The parties recognize that it is difficult to properly evaluate the placement of new positions without sufficient job content information. Accordingly, it is agreed that such positions shall not be referred to the Rating Committee until the incumbent has worked for at least six months in the position. If the position is reclassified as the result of the evaluation, the additional cost shall be borne by the Board on a prospective basis only. Prospective shall mean

no more than 45 calendar days after the final results from the Rating Committee. It is contemplated that the committee's work will commence by March 1.

3. Unit members who are appointed to the Rating Committee may not disclose information gained during the rating process, nor may they act as advocates or appear as witnesses in any legal or administrative proceeding, arbitration or fact-finding involving classification and compensation of unit members.

4. Whenever the employer implements changes in job descriptions or changes in assigned duties for non-teaching professionals who work twenty or more hours per week, the union but not any employee may submit views, data and information on the question of whether or not a change in duties requires a change in the grade.

The employer shall consider whether the change in job duties is sufficiently substantial to have the effect of changing the position placement. Where position placement is based on ratings of staff or where position placement is to a lower grade, the position or classification will be referred to the Rating Committee to be rated. The final decision will be made by the President of Connecticut State Colleges and Universities or his/her designee and a copy will be provided to the union.

If the Board discontinues the Willis job evaluation process, the Board agrees to negotiate on the question of whether or not such changes in duties require change in the level of compensation for the position(s).

Nothing herein shall prevent the Union from raising classification issues with the employer.

5. Effective July 1, 1985, job descriptions will be revised to reflect changes in duties which require a change of grade. The Union shall receive a copy of all job descriptions revised pursuant to this paragraph.

6. For each of the years of the Agreement, .09 percent of total salaries shall be available for grade changes. The employer shall have no obligation to effect changes in compensation beyond the extent of these dollars. All the dollars shall be expended or carried over for expenditures in subsequent years.

7. No unit member shall have his/her annual salary reduced as a result of this memorandum of understanding.

8. The Board retains the right to increase salaries of unit members, notwithstanding the provisions of this memorandum. In this regard, the Board will continue to attempt to provide funding for such changes, including reclassifications, made pursuant to this paragraph.

9. Employees who are appointed to a position which has a higher grade shall be placed at the step in the new grade which will provide an increase in annual salary at least equal to one step at the new grade, but not to exceed the top step of the new grade. This paragraph shall not be construed to limit paragraph 8.

10. The agreement between the Board and the Congress dated June 29, 1984 shall continue.

11. The provisions of this memorandum of understanding shall not be directly or indirectly subject to the grievance and arbitration provisions of the Agreement.

### **RE: MINIMUM QUALIFICATIONS**

It is understood that, with respect to the Willis classifications of AFSCME incumbents, Schedule B will not serve to deprive any such incumbent of the Willis grade to which he/she would otherwise be entitled.

### **RE: DAY AFTER THANKSGIVING**

The purpose of this letter is to give recognition to the interest of unit members in being able to use accrued leave time on the day after Thanksgiving. It is recognized that the decision to close the college involves a weighing of the public interest and the rights of other employees. At the same time, we recognize that it is in our mutual interest to facilitate a mechanism for providing for a reduced staffing structure or college closing on the day after Thanksgiving. To this end, it is agreed that unit members who are not scheduled to work on Friday after Thanksgiving may be scheduled to work on a holiday when the college is open.

### **RE: MERIT AWARDS, EDUCATIONAL EXCELLENCE AWARDS AND DISTINGUISHED SERVICE AWARDS**

Merit Awards are given annually to principal bargaining unit teaching faculty and non-teaching community college professionals who demonstrate unusual service, superior performance, exceptional duty, or excellence in teaching. Merit Awards are designed to embrace continuous, high levels of service as well as unique contributions made during the academic year. Merit Awards are in the amount of \$1,500 per principal bargaining unit member and are non-recurring. They are paid from funds set aside for this purpose pursuant to the Collective Bargaining Agreements and will not impact college budgets.

Nominations for Merit Awards can be provided by management, supervisors, peers, or the bargaining unit member themselves. These nominations are forwarded to the College President no later than March 15<sup>th</sup> with selection and notification to the recipients and the System Office no later than April 15<sup>th</sup>.

### **Educational Excellence & Distinguished Service Awards**

The Educational Excellence & Distinguished Service Award Program was established to recognize employees whose performance exemplifies excellence in teaching, leadership and administration. The program involves recognition of one member per bargaining unit per college each year and provides tangible reward in two forms: (1) a non-recurring, lump sum payment of \$1,500; and (2) the opportunity to be awarded up to \$5,000 to support professional activities. They are paid from funds set aside for this purpose pursuant to the

Collective Bargaining Agreements and will not impact college budgets.

Consideration is limited to full-time bargaining unit members with at least ten (10) years of service. Receipt of other merit recognition or promotion through the contractual process does not impact upon eligibility for recognition under the Educational Excellence and Distinguished Service Award program.

While no system-wide consideration process is specified, college presidents should be prepared to identify the process used, and ensure that all members of the college community are aware of the program and have an opportunity to nominate themselves or colleagues.

The Educational Excellence and Distinguished Service Award program recognizes extraordinary professional service through appropriate college acknowledgement, and rewards this achievement by providing a \$1,500 lump sum payment, and an opportunity to make application for financial support of professional activities not ordinarily available. Up to \$5,000 may be made available to the recipient for projects such as the following:

- Instructional Innovation. Included are proposals to enhance computer literacy, writing across the curriculum, designing new instructional materials, etc.
- Professional Development. Examples include special professional development activities such as attendance at seminars, conferences, workshops or training programs that might not otherwise be possible through available professional development funds.
- Alternative Assignment. Integral to this category is the possibility of arranging for replacement of the award recipient to facilitate release from his/her normal assignments, in order to do special projects related to the college or the system. In this instance, funds may be used to replace the award recipient.

Please note that the \$5,000 is available for professional activities or to replace the recipient where released time is granted. The funds may not be used as a cash award to the recipient nor to employ and compensate the recipient for the performance of additional responsibilities

#### **RE: SABBATICALS (CONGRESS & AFSCME)**

This memorandum records the understanding of the parties with respect to the provision of sabbatical leaves.

(1) The employer will continue its practice of allotting dollars to the colleges based on the cost and/or savings resulting from sabbaticals which are granted and utilized.

(2) Notwithstanding the provisions of Article XVII, Section 2A, the Board may provide for consideration of and grant sabbatical leaves to employees who work and have worked in the System for twenty or more hours per week for at least ten (10) years. Such sabbaticals shall be subject to the limitations of Article XVII.

#### **RE: RETRAINING**

In the course of negotiations, the parties have identified the need to foster and encourage retraining and redirection of staff competencies. While the parties recognize that it is

often difficult to identify new areas of need and to anticipate areas for retrenchment, it is agreed that both unit members and management share a responsibility to be aware of and to plan for such changes. Accordingly, the parties have agreed that they shall inform all members of the professional staff through a joint letter of their commitment to provide retaining opportunities, as outlined herein.

(1) Both unit members and management are encouraged to identify potential areas for retraining. It is the expectation of the parties that either the bargaining unit member or management would suggest a retraining program for a unit member or members.

(2) The President of the Connecticut State Colleges and Universities may approve retraining programs within the limits of funds provided under the Collective Bargaining Agreement. Priority may be given to unit members in those areas or programs which may be subject to reduction or elimination.

(3) The general allocation to the colleges of dollars made available under Article XXI of the Collective Bargaining Agreement shall be by agreement between the Board and the union. In addition, on each campus there shall be a Retraining Committee composed of an equal number of management and bargaining unit representatives, the size of the committee to be determined by the college President. The committee shall publicize retraining opportunities and, where practicable, review and rank proposals in order of their merit. The committee shall submit its recommendations to the President who will forward them, with his/her recommendations, to the President of the Connecticut State Colleges and Universities, who shall make the final determination. The decision of the President of the Connecticut State College and Universities shall be final.

(4) The parties intend that the dollars allocated shall be distributed.

#### **RE: AREAS OF IMPROVEMENT**

The statement of areas of improvement provided in Articles IX and XII is not to be regarded as a statement of reasons for failure to recommend.

#### **RE: GRANTS AND CONTRACTS**

In situations where the terms of a grant or contract require waiver of an economic provision of this Agreement, the Board may request and the union will sympathetically consider such request, provided that such a request for a waiver of minimum salaries for not more than one (1) year will be routinely granted.



The Board shall consult with the Union prior to implementation of the latter awards.

### **RE: TECHNOLOGY TRAINING**

The parties understand that the technology training language of Article X, Section 1(d) shall not be interpreted as requiring faculty members and ACLs to possess each and every skill listed in those sections. Rather, it is the parties' understanding that faculty members and ACLs should possess strong computer/information literacy skills and that they possess such skills required for the full and effective performance of their positions. To the extent that ACLs need to improve their computer/information literacy skills, the parties encourage them to engage in Professional Development activities designed to gain or strengthen such literacy skills. The parties have provided additional funds for this exclusive purpose, which may include group training, although Professional Development funds may also legitimately be used for this purpose. The parties further recognize that it is not reasonable to require employees to acquire, retain, or use technology training skills if they do not have regular workplace access to computer hardware and that management is responsible for provided access to the computer hardware to the extent it seeks to require or encourage the acquiring, retaining, or use of such skills.

### **RE: TECHNOLOGY TRAINING LABOR/MANAGEMENT COMMITTEE (CONGRESS)**

In the interest of furthering labor-management relations, the undersigned parties hereby agree as follows:

1. For the 2002-03-contract year, each college will establish a labor-management committee, the size and composition to be determined by the president. Membership may consist of members of more than one bargaining unit at merged colleges.
2. The committee shall publicize the availability of technology training dollars and, where practicable, review and rank proposals in order of merit, for submission to the president.
3. The committee process for 2002-03 shall be considered an experiment, subject to renewal.
4. This agreement shall be without precedent and may not be asserted except to enforce its terms.

### **RE: ARTICLE XIII**

It is understood that the modifications to Article XIII, Sections 3B and 6B concerning comparable positions are not intended to advance the positions of either party with respect to filling part-time positions or the reassignment of bargaining unit work where the duties in question were or could be performed by unit members who are targeted for layoff or who have been laid off. Accordingly, it is agreed that:

1. In any dispute regarding the matters set out herein, the language of the 1989-91 Congress contract shall be utilized; and

2. The parties will meet within 30 days of ratification to address their mutual interests in clarifying the matters in dispute. It is recognized that the Board withdrew substantive proposals in reliance on the Union's stated willingness to meet to attempt to advance their mutual interests with respect to this issue.

### **RE: MINORITY FELLOWSHIP PROGRAM**

Agreement made this 17<sup>th</sup> day of May 2000 by and between the Congress of Connecticut Community Colleges ("the Congress"), AFSCME Local 1303-148, Council 4 ("AFSCME"), the Federation of Technical College Teachers, AFT ("the federation") and the Board of Regents for Higher Education ("the Board") respecting the Community College System Minority Fellowship Program.

1. The parties agree that dollars contained in separate contract accounts for purposes of the Minority Fellowship Program shall be pooled for use in support of the Program, irrespective of the College or System Office location of the particular fellow, mentor or activity being funded. Expenditure of minority fellowship dollars shall be subject to agreement by all parties.
2. The parties further agree that monies set aside for the Minority Fellowship Program that have been carried forward from prior years shall be used for such program-related activities as the parties may mutually agree to support.
3. It is contemplated that there will be thirteen fellows in each appointment year, one at each college and one in the President of the Connecticut State Colleges and Universities' Office. The parties agree that the scheme for bargaining unit placement of fellow shall be as follows:
  - a. All fellows selected at non-merged colleges shall be placed in the Congress bargaining unit;
  - b. A fellow selected at Capital Community College shall be placed in the AFSCME bargaining unit;
  - c. Fellows selected at Gateway Community College and at Naugatuck Valley Community College shall be placed in the Congress bargaining unit;
  - d. Fellows selected at Norwalk Community College and at Three Rivers Community College shall be placed in the Federation bargaining unit;
  - e. The fellow selected for the President of the Connecticut State Colleges and Universities' Office shall be placed in the Congress bargaining unit. The placement of the President of the Connecticut State Colleges and Universities' Office fellow in a bargaining unit shall not be asserted as precedent.
4. The parties agree that nothing contained in the 1997-2001 Coalition Agreement or any other applicable agreement, nor shall any practice of the parties respecting the deduction of dues and fees from the stipends paid to minority fellows be offered as evidence for any purpose in any negotiation between the Board and the Coalition unions, or any of them, or in any proceeding that may be commenced before the State Board of Labor Relations or before any court.

5. The Union agrees to indemnify and save the Board harmless from any claims arising out of or resulting from any deduction of dues or fees from the stipend paid to minority fellows. In the event any agency or court of competent jurisdiction orders the Board to rebate to fellows the service fee or any portion thereof, the Union agrees to hold the Board harmless for said deduction by returning the agency fee which has been deducted for the period involved.

#### **RE: MINORITY FELLOWSHIP PROGRAM**

In an effort to add value to the fellowship experience, the three professional employee unions and the Board have agreed that financial support for the professional development activities for fellows, and fellows and mentors, may be afforded, up to the limits specified:

- Up to \$500 per fellow on an annual basis;
- For joint fellow/mentor activities, up to \$250 annually for the mentor to participate jointly with the fellow in a professional development activity. It is assumed that the lesser amount for the mentor is appropriate because there is already professional development funding for the mentor as a professional staff member.

#### **RE: COMPENSATION OF ATHLETIC COACHES**

The parties have agreed to the following with respect to the compensation of part-time athletic in the Congress, AFT and AFSCME bargaining units:

1. The compensation structure has two tiers for coaches as noted below:
  - Major Sports: basketball, baseball, soccer, softball and football.
  - Minor Sports: golf, tennis, cross-country, track, volleyball, field hockey, and all other sports unless the parties otherwise agree.
2. The following rules shall govern the placement of part-time Athletic Directors and Coaches in the three bargaining units:
  - Athletic directors and coaches at the seven non-merged colleges (Asnuntuck, Housatonic, Manchester, Middlesex, Northwestern, Quinebaug Valley, Tunxis) shall be placed in the Congress bargaining unit.
  - Athletic directors and coaches at the five merged colleges (Capital, Gateway, Naugatuck Valley, Norwalk, Three Rivers) shall be placed in the Congress or AFT on an alternating basis, as follows:
    - The first athletic director or coach goes into the Congress
    - The second athletic director or coach goes into the AFT.
    - The pattern will repeat so that the odd number will be placed in the Congress bargaining unit and the even number will be placed in the AFT bargaining unit.

#### **RE: COMMENCEMENT**

Agreement made this 17<sup>th</sup> day of July 2000 by and among the Congress of Connecticut Community Colleges ("Congress"), the American Federation of State, County and Municipal Employees, Chapter 148, Local 1303 ("AFSCME") (collectively "the Union") and the Board of Regents for Higher Education ("the Board"). In the interest of fostering labor- management

cooperation and avoiding litigation of issues in dispute, the parties mutually agree as follows:

1. Commencement is one of the most important events in the academic calendar. By this Agreement, the parties reaffirm their understanding that it is the obligation of professional staff members to attend commencement ceremonies, unless excused by the President.
2. Effective with the execution of this Agreement, a professional staff member who fails to attend commencement and who has not been excused by the President shall have a half day (3-1/2 hours) charged to the appropriate leave balance. In addition, he/she may be subject to disciplinary action in accordance with the applicable collective bargaining agreement.
3. Effective with the execution of this Agreement, a professional staff member who is excused from attending commencement in accordance with the applicable collective bargaining agreement shall have no charge applied to his/her leave balances.
4. This Agreement shall not be construed as an admission of liability on the part of the Board or any of its agents.
5. This Agreement shall have no value as precedent.

#### **RE: PART-TIME EMPLOYEES (CONGRESS)**

This is to confirm the parties' understanding that the "Agreement for Part-time Employees" covers less than 20-hour Administrators at the merged Community Colleges who are not otherwise represented or who are excluded from representation.

#### **RE: UNIT PLACEMENT OF NON-TEACHING/ ADMINISTRATIVE POSITIONS**

This letter of agreement supplements Section I of Appendix D (Procedures for Administration) and clarifies the parties' understanding with respect to the placement of positions in the Congress and AFSCME bargaining units.

- (1) The parties agree that the sole factor in determining placement of positions in the AFSCME and Congress bargaining units shall be proportionality. AFSCME shall be entitled to 25% of the unclassified, non-teaching/administrative positions at the five merged colleges and the Congress shall be entitled to 75%. In calculating the 25/75% proportionality, the calculation shall include unclassified, non-teaching and administrative positions in the principal unit (i.e., twenty or more hours per week), excluding the titles Counselor (PL 19) and Librarian (18).
- (2) The 25/75% proportionality will be maintained at the campus level. The Employer will issue guidelines to facilitate consistent implementation of this agreement. The unions will direct questions regarding maintenance of proportionality to the Personnel and Labor Relations Director/Designee at the college first. If the matter cannot be satisfactorily resolved at that level, it may be raised at the Board level.

- (3) This agreement relieves the Board of its responsibilities under Section IA of Appendix D of this Merged Agreement.
- (4) Employees will be placed into either the Congress or AFSCME bargaining unit in a manner which facilitates the maintenance of the 25/75% proportionality. Immediately prior to filling each position, the college will determine whether the position should be in the AFSCME or Congress unit. The level of the position, the funding source or the type of appointment have no bearing on the unit placement decision.
- (5) Notwithstanding the provisions above, the parties agree to make exceptions to the proportionality rule in certain limited situations where placement into a new position would change the bargaining unit status of a current employee. In such case, the employee will go into the new position but remain in the current bargaining unit.
- (6) The parties agree that unclassified Assistants to the principal labor relations/personnel official at each college performing duties which are appropriate to the labor relations/personnel area shall be recognized as excluded from the Congress and AFSCME bargaining units.
- (7) Unit placement decisions shall not be subject to the grievance and arbitration process. The sole remedy for resolution of formal disputes shall be the CSBLR.
- (8) This agreement may not be asserted by either Board or the unions in support of their views of the respective legal rights of the parties except to enforce the terms hereof.

#### **RE: ESTABLISHMENT OF A STUDY COMMITTEE**

The parties agree that a study committee shall be formed, to consist of an equal number of representatives of management and the union. The sole purpose of the committee shall be to conduct research on, to discuss and to make recommendations concerning issues that the parties have mutually agreed to submit to the committee. The study committee shall be advisory to the President of the Connecticut State Colleges and Universities who may accept or reject its recommendations. It is not intended that the work of the study committee end in binding interest arbitration. The decision of the President of the Connecticut State Colleges and Universities with respect to any recommendation submitted to him/her by the study committee shall be final and not subject to grievance or arbitration.

The parties agree to submit the following issues to the study committee during the 2001-02 contract term: review of sexual harassment policy, protocols for distance learning and flextime for ACLs. Additional subjects may be added to the list upon mutual agreement of both parties.

#### **RE: INFORMAL WORK SCHEDULE/COMPENSATORY TIME**

The parties recognize that they have compromised their differences by adopting the approach reflected in this agreement, which shall be considered an experiment. Should either party believe the experiment unsuccessful, it may retain its original position in any negotiations or arbitration of a subsequent agreement such that the position of the employer may not be construed as concession bargaining.

### **RE: SYSTEMWIDE HEALTH AND SAFETY COMMITTEE**

The Board shall comply with the provisions of the Connecticut Occupational Safety and Health Act.

The parties agree that the Health and Safety Committee will continue.

### **RE: CONSULTATION**

The fact that there are differences in language among Congress, AFSCME and Federation contracts shall create no inference with respect to what form of consultation may be available under any of the agreements.

### **RE: DELEGATION OF BOARD AUTHORITY**

This contract has been modified to reflect the 1996 resolution of the Board delegating certain decision-making authority to the President of the Connecticut State Colleges and Universities and/or to the Community College Presidents. Since the Board has the right to modify its prior decisions respecting delegation of authority in the future, the parties agree that the Board may also develop appropriate procedures to implement any such modification. The parties further agree that any existing provision of this agreement that is inconsistent with such future modification shall be deemed null and void.

### **RE: AGREEMENT TO REOPEN NEGOTIATIONS**

The following issues shall be open for negotiation and arbitration in September 2002: grade placement and protocols for distance learning. Absent mutual agreement otherwise, any agreement or award resulting from this process shall not be implemented in a manner that entails additional cost to a then-existing collective bargaining agreement.

### **RE: PROTOCOLS FOR DISTANCE LEARNING**

- I. Reopener Provision  
The collective bargaining agreements provide for a reopener for “protocols for distance learning.” The agreements further provide that the reopener may not result in a cost to the Board.
- II. Statement of Intent  
The use of technology is now an important part of instructional delivery, not only because of its potential for enhancing the learning experience, but also because of the expectations of our students. To that end, the parties reiterate their ongoing support for the infusion of technology to enhance the learning environment of our colleges. Integral to our success will be the provision of learning opportunities for faculty and staff and appropriate support of these activities.
- III. Nature of the Agreement

This Memorandum of Agreement addresses specific issues flowing from discussions among the parties concerning distance learning and creates a labor-management committee as the forum for continued discussion of such issues. This forum does not constitute bargaining and is not subject to impasse resolution. It is anticipated that in this context the parties will be able to identify and suggest solutions of unforeseen problems.

IV. Labor Management Committee

An equal number of designees of the President of the Connecticut State Colleges and Universities and bargaining unit representatives will comprise a labor-management committee. The committee will meet as appropriate and may make recommendations to the President of the Connecticut State Colleges and Universities or his designee concerning distance learning issues of mutual interest, examples of which are set out below:

1. The use of technology training dollars;
2. The identification of intellectual property issues;
3. Contract issues that relate to distance learning, including evaluation of online instruction;
4. Issues concerning training, support and the introduction of new technologies to enhance distance learning opportunities for students;
5. Issues relating to courses other than courses that are fully online.

It is contemplated that the President of the Connecticut State Colleges and Universities will issue Guidelines that may address the subjects discussed by the labor-management committee, as well as other subjects that bear on distance learning. The guidelines will not restrict or limit the discussions within the committee and both parties can introduce issues that are consistent with section II of this agreement. The President of the Connecticut State Colleges and Universities' Guidelines will not be subject to contract grievance and arbitration processes.

While the labor-management committee process is not intended to limit the rights of bargaining unit members under existing contract provisions, neither does it create an alternative forum for grievances. It is understood that the labor-management committee is not intended to and may not supplant the existing structure for decisions concerning distance learning. Moreover, it is recognized that colleges are different and that approaches to implementing distance learning may vary among them.

V. Intellectual Property

- a. Recognizing that the concept of "shared use" of distance learning course materials addresses the interests of the faculty and the employer, this section of the agreement sets out a mutually beneficial framework of understanding. The concept of shared use provides incentive for the creation of intellectual property and recognizes the distinction between intellectual property created in the course of employment and work created independently of such employment.
- b. In the case of distance learning courses developed by faculty in the course of

employment, the faculty member may use such course materials while teaching as an adjunct within the system or in another higher education setting. It is recognized however that there are limitations inherent, e.g.:

1. Limitations on the use of the licensed platform (currently a WebCT product);
  2. Circumstances under which course materials may not be used by the faculty member for instructional purposes elsewhere;
  3. The responsibility of faculty who use their course materials to teach elsewhere to avoid infringing the copyrights of others;
  4. Limitations derived from the Code of Ethics for Public Officials.
- c. Consistent with the concept of shared use, the employer may also use distance learning course materials developed by faculty within the system, provided that the employer informs and consults with the faculty member who developed the materials prior to do doing., where this is reasonably feasible.
- d. Generally, faculty will be responsible for maintaining and keeping their course materials current. Accordingly, the faculty member should have the initial opportunity to teach the distance learning course where he/she has continued to keep the course content current.
- e. There a faculty member desires to develop distance learning course materials outside the employment context, such intent should be communicated to the employer promptly so that there may be a common understanding regarding the specific circumstances of use of such course materials for teaching within the system.

VI. Evaluation

- a. The parties agree that there should be a template for student assessment of distance learning course sections. The labor-management committee shall have the opportunity to make recommendations concerning a student assessment form. It is recognized that the value of information gathered in this manner may be affected by the extent of student participation.
- b. Faculty evaluation will otherwise be done in accordance with a process equivalent to the existing practice for on-campus classes. The labor-management committee shall have the opportunity to make recommendations concerning this evaluation process.

VII. Bargaining Unit Placement

The bargaining unit placement of faculty who teach distance learning courses will be consistent with existing practice for on-ground courses.

VIII. Duration

The Agreement will be effective upon ratification by the Board and the participating union(s). It will sunset at the termination of the existing collective bargaining agreement(s).



## **RE: INTERIM BARGAINING ON DISTANCE LEARNING**

The parties hereby agree that they will negotiate concerning the above subject during the term of this Agreement, notwithstanding the provisions of Article XXIII. The parties agree to commence said negotiations on distance learning by December 1, 2017 unless otherwise agreed to by the parties.

## **RE: BENEFIT FOR INTERPRETERS FOR THE DEAF AND HEARING IMPAIRED**

Bargaining unit members employed as interpreters for the deaf and hearing impaired whose interpreting responsibilities are cancelled due to the closing of the college pursuant to Article X, Section 6G of this Agreement, shall be compensated for any resulting unpaid hours if the time cannot be made up during the same academic semester.

This agreement shall not be cited as precedent by any party.

## **RE: REOPENER NEGOTIATIONS**

The Board and the Congress Union agree that negotiations for this 2007- 2010 contract shall be reopened to permit negotiation of the following items:

1. Compensation for teaching faculty members and clinical EAs in nursing and allied health academic programs.
2. Simplification of Article XIX (Other Leaves). This provision shall not be construed to permit or require discussion of leave benefits not already contemplated by Article XIX and shall not result in any additional cost to the Board.
3. Compensation for teaching faculty members in other than nursing and allied health programs who are assigned to perform academic supervision and administration duties. This reopener includes the continuation of substantive discussions that have already taken place. Costs resulting from implementation of any new Supplemental Letter of Agreement re: Compensation for Academic Supervision and Administration shall be subject to approval and funding by the General Assembly. The parties shall agree to an estimate of costs associated with any agreement or arbitrator's award on this subject.

\* \* \*

**Stipulated Agreement**  
**In the matter of Faculty Promotion Calculations and Miscellaneous Rates of Pay**  
with  
The Federation of Technical College Teachers, AFT, Local 1942, AFL-CIO  
and  
The Congress of Connecticut Community Colleges  
and  
AFSCME, Local 2480, Council 4  
and  
The Board of Regents for Higher Education

1. This agreement is between the Board of Regents (hereinafter referred to as "BOR") and the Federation of Technical College Teachers, The Congress of Connecticut Community Colleges and AFSCME, Local 2480, Council 4 (hereinafter collectively referred to as "unions") and resolves simultaneously the Faculty Promotion Calculation Grievance and the Miscellaneous Rates of Pay Grievance (i.e., The proposed terms set forth below are a package settlement and; therefore, one of the cases cannot be resolved without at the same time resolving the other one.).
2. **The Faculty Promotion Calculation Grievance:** For academic years 2013-14, 2014-15 and 2015-16, the BOR agrees to utilize the historical\* pay calculation method (acknowledging that in 2013-14, the order of calculation was different due to the SEBAC Agreement and MOA "To Clarify the Implementation of the Salary Increases for FY 2014") and then identify "impacted members" by comparing individual salary outcomes for promoted faculty with the pay calculation method proposed by the unions which applies calculations in the following order: (1) Promotion, (2) General Wage Increase (GWI) and (3) Annual Increment (AI). Any "impacted members", individuals that would have received a greater increase using the union's proposed calculation method (as identified on Attachment A for 2013-14 & Attachment B for 2014-15), will be advanced one step within the rank to which they were promoted and will receive the corresponding current biweekly rate of pay for the new step effective April 3, 2015 (paycheck date 5/1/15).  
  
\*Historical pay calculation applies calculations in the following order: (1) General Wage Increase (GWI), (2) Annual Increment (AI) and (3) Promotion.
3. **The Faculty Promotion Calculation Grievance:** For academic year 2015-16, the "impacted members" as described above will be advanced one step within their new rank and will receive the corresponding biweekly rate of pay for the new step effective July 24, 2015 (paycheck 8/21/15).
4. **The Faculty Promotion Calculation Grievance:** Any extra monies needed to fund the additional pay produced by advancing the "impacted members" by one step will come from the contractual promotions accounts and no new money outside of contractual funds will be utilized for this purpose. This will follow the typical accounting method for promotions which includes funding the new dollars (cash amount) required. Rollout balances will be adjusted accordingly.

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Stipulated Agreement

In the matter of Faculty Promotion Calculations and Miscellaneous Rates of Pay

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5. **Miscellaneous Rates of Pay Grievance:** The BOR agrees to utilize the effective date of July 1<sup>st</sup> for implementing the Miscellaneous Rates of Pay increases for FY 2015-16 as proposed by the unions. Any employee receiving a Miscellaneous Rate of Pay who has an assignment beginning on or after July 1, 2015, shall receive the increased 2015-16 pay rate. See Attachment C for specific Miscellaneous Rates of Pay categories. A total of \$70,000 from the contractual grievance accounts will be utilized to offset the expense of implementing the rate increase on July 1<sup>st</sup> as described above. (Congress: 56,000.00, AFT: 11,900.00, AFSCME: 2,100.00)
6. The unions will withdraw both pending grievances that are currently before Arbitrator Golick.
7. No party to this agreement may refer to this settlement as constituting any type of precedent for any future negotiation or grievance but may be introduced in a proper forum solely to enforce its terms.




7-19-2015

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7/20/15

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Interim Vice President for Human Resources  
Board of Regents for Higher Education

Attachments: A, B & C