

Board of Trustees Agenda Item

Board Meeting Date: March 5, 2012

Title of Item: Language Changes to the CSEA *Agreement*

Background and Analysis:

Tentative agreements to modify two CSEA articles were signed in November and December 2011, and recently ratified by CSEA representatives. Modifications were made to clarify language in Articles 9 and 11 of the current *Agreement* (January 1, 2010 – December 31, 2012) between Foothill-De Anza Community College District and California School Employees Association, Chapter 96, Unit A.

- Clarification of Language Changes made to the following CSEA contract articles:
 - Article 9: Bumping Rights
 - Article 11: Compensation for Work Performed after Workers' have Clocked out for the Day.

Recommendation: Vice-Chancellor of Human Resources & Equal Employment Opportunity
Dorene Novotny recommends Board approval of the CSEA Clarification of Action Changes

Submitted by:	Dorene Novotny, Vice Chancellor, Human Resources & Equal Opportunity, ext. 6211
Additional contact names:	Suzanne Pfeiffer, Director of Human Resources, ext. 6109
Is backup provided?	Yes

Summary of Contract Changes
Between the District and the
California School Employees Associations (CSEA)
March 5, 2012

Contract Changes

Article 9.7- Bumping Rights: Change was made to the number of steps that a CSEA member's salary can be reduced as a result of bumping into a lower level position, from unlimited to 3 steps.

Article 11.6.8 NEW Compensation for Work Performed after Workers ' have Clocked out for the Day: This language was added to make it clear how CSEA members are paid while working after hours from a remote location, electronically through email or phone. Workers who are contacted electronically after they have clocked out for the day, but prior to 11:00 p.m., to answer questions or handle emergencies from home, shall be paid a minimum of fifteen (15) minutes overtime and shall be paid in quarter hour (15 minute) increments after the first fifteen (15) minutes. Workers who are contacted electronically after 11:00 p.m. to answer questions or handle emergency situations from home shall be paid a minimum of two hours overtime. Workers, who are contacted electronically for emergencies which begin prior to 11:00 p.m., but continue past 11:00 p.m., will be paid the two-hour minimum.

Bargaining Unit Changes

Food Service Workers: Food Service workers were transferred from the ACE bargaining unit to the CSEA bargaining unit via PERB process. A classification study was completed to ensure that the Food Service workers were properly placed on the CSEA salary schedule. The attached classification lists show the changes.

Foothill-De Anza Community College District
CSEA Job Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
1.	<u>Campus Center/Food Service Assistant</u>	<u>10</u>
2.	Campus Maintenance Coordinator	62
3.	Carpenter, Apprentice I/II/III	44/46/50
4.	Carpenter, Journey	52
5.	Construction Inspector I/II/Senior	60/64/68
6.	Construction and Maintenance Worker I/II	44/46
7.	Construction and Maintenance Worker, Lead	50
8.	Custodian I/II	35/37
9.	Custodian, Lead	39
10.	Electrician, Apprentice I/II/III	46/48/52
11.	Electrician, Journey	54
12.	Energy Management Systems (EMS) Technician	61
13.	Environmental Specialist	61
14.	Facilities Drafting Technician	48
15.	Fire/Life Safety Systems Technician, Apprentice I/II/III	46/48/52
16.	Fire/Life Safety Systems Technician, Journey	54
17.	<u>Food Service Dish Room Assistant</u>	<u>10</u>
18.	<u>Food Service Executive Chef, Lead</u>	<u>50</u>
19.	<u>Food Service Operations Coordinator</u>	<u>31</u>
20.	<u>Food Service Production Assistant</u>	<u>26</u>
21.	<u>Food Service Worker I/II</u>	<u>18/24</u>
22.	Grounds Gardener I/II	37/39
23.	Grounds Gardener III	42
24.	Grounds Gardener, Head (Lead)	46
25.	Heating, Ventilating, Air Conditioning (HVAC), Apprentice I/II/III	46/48/52
26.	Heating, Ventilating, Air Conditioning (HVAC), Journey	54
27.	Heating, Ventilating, Air Conditioning (HVAC) Coordinator	62

Foothill-De Anza Community College District
CSEA Job Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
28.	Locksmith/Hardware, Apprentice I/II/III	46/48/52
29.	Locksmith/Hardware, Journey	54
30.	Locksmith/Hardware, Lead	58
31.	Maintenance Worker	42
32.	Mechanic, Apprentice I/II/III	44/46/50
33.	Mechanic, Journey	52
34.	Mechanic, Senior	53
35.	Painter, Apprentice I/II/III	44/46/50
36.	Painter, Journey	52
37.	Plumber, Apprentice I/II/III	46/48/52
38.	Plumber, Journey	54
39.	Pool Maintenance Worker	48
40.	Security Technician	61
41.	Special Projects Coordinator	64
42.	Utility Maintenance Worker I/II	44/50
43.	Warehouse Worker I	41
44.	Warehouse Worker II	45

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
1.	Academic Advisor	46
2.	Academic Scheduling Coordinator	55
3.	Academic Services Assistant	42
4.	Academic Services Coordinator	55
5.	Academic Services Technician	46
6.	Academic Services Technician, Senior	50
7.	Accountant	51
8.	Accountant, Senior	63
9.	Accountant, Senior-Grants Monitor	63
10.	Accounting Assistant	40
11.	Accounting Technician, Senior	46
12.	Accounts Payable Assistant	41
13.	Adaptive Physical Education Specialist	46
14.	Administrative Assistant I	42
15.	Administrative Assistant II	46
16.	Administrative Assistant, Senior	52
17.	Admissions & Records Assistant	41
18.	Admissions & Records Coordinator	46
19.	Allied Health & Nursing Specialist	42
20.	Alternative Media Specialist	60
21.	Articulation Specialist	46
22.	Assessment Specialist	46
23.	Assistant Coordinator, Campus Center Food Service	50
24.	Assistant Development Officer	54
25.	Athletic Trainer	46
26.	Automotive Technician	50
27.	Bookstore Coordinator	52
28.	Bookstore Courseware Coordinator	39

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
29.	Bookstore Shipping & Receiving Assistant	35
30.	Broadcast Production Coordinator	54
31.	Budget Analyst	56
32.	Business Analyst	53
33.	Buyer	48
34.	Buyer, Senior	54
35.	CACT & Operations Coordinator	56
36.	Call Center Support Technician	50
37.	Campus Center Assistant	43
38.	Campus Budget & Enrollment Analyst	54
39.	Campus Facilities Rental Coordinator	56
40.	Cashier	35
41.	Cashier, Senior	41
42.	Cashiering Services Coordinator	48
43.	Child Development Center Teacher	45
44.	Clinic Nurse	60
45.	College Web Coordinator	65
46.	College Web Coordinator, Senior	70
47.	Communications Operator/Receptionist	33
48.	Community Education & Planetarium Assistant	46
49.	Community Education Programs, Lead	60
50.	Community Service Officer	39
51.	Compliance & Benefits Assistant	42
52.	Computer Lab Instructional Coordinator	52
53.	Computer Lab Operations Coordinator	52
54.	Computer Operations Coordinator	55
55.	Computer Operator	41
56.	Computer Operator, Senior	45

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
57.	Computer Project Coordinator	73
58.	Computer Systems Integration Specialist	60
59.	Database Administrator, Senior	70
60.	Database Programmer Analyst	70
61.	Degree Audit Specialist	41
62.	Degree Audit Specialist, Senior	46
63.	Disabled Student Services Coordinator	54
64.	Division Administrative Assistant	44
65.	Employment & Classification Coordinator	48
66.	Employment Services Technician	42
67.	Environmental Studies Technician	45
68.	EOPS Services Coordinator	48
69.	EOPS Specialist	41
70.	EOPS Specialist, Senior	46
71.	Evaluation Assistant	38
72.	Evaluation Specialist	46
73.	Evaluation Specialist, Senior	52
74.	Executive Assistant	46
75.	Executive Director, Kirsch Center for Environment Studies & The Environmental Study Area	54
76.	Executive Director-Museum	54
77.	Facilities & Equipment Assistant	39
78.	Financial Aid Assistant	41
79.	Financial Aid Coordinator	48
80.	Financial Aid Outreach Assistant	41
81.	Financial Aid Outreach Coordinator	48
82.—	Food Service Assistant-I	20
83.—	Food Service Assistant-II	23

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
84.	Food Service Assistant III	26
85.	Food Service Dish Room Assistant	13
86.	Food Service Operations Coordinator	32
87.	Foundation Graphics, Event & Volunteer Coordinator	62
88.	Furniture, Fixtures & Equipment (FF&E) Coordinator	56
89.	Graduation & Evaluation Coordinator	55
90.	Graphic Design Technician	48
91.	Health Educator	59
92.	Health Services Assistant	39
93.	Human Resources Technician I	46
94.	Human Resources Technician II	48
95.	Instructional Associate	45
96.	Instructional Computer Lab Administrator	57
97.	Instructional Designer	60
98.	Instructional Facilities Coordinator, Discipline	46
99.	Instructional Support Coordinator	46
100.	Instructional Support Technician, Discipline	45
101.	Instructional Technology Coordinator	66
102.	Instructional Technology Solutions Systems Engineer	64
103.	Instructional Web/Multimedia Administrator	70
104.	Job Developer	46
105.	Laboratory Technician	45
106.	Laboratory Technician, Photography	45
107.	Laboratory Technician, Physical Therapy	45
108.	Laboratory Technician, Physics	45
109.	Learning Lab/Student Publications Assistant	36
110.	Learning Management Systems Administrator	70
111.	Learning Systems Project Analyst	73

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
112.	Library Technician	38
113.	Library Technician, Senior	44
114.	Machine Tool Technician	50
115.	Mobility Assistant/Van Driver	33
116.	Museum Programs Coordinator	52
117.	Network & Communications Administrator	65
118.	Network & Communications Technician	60
119.	Network Engineer	72
120.	Network Security Engineer	73
121.	Network Specialist	56
122.	Nurse Practitioner	74
123.	Office Assistant	33
124.	Office Coordinator	46
125.	Office Coordinator, Counseling & Advising	46
126.	Office Coordinator, Printing Services	46
127.	Outreach Assistant	41
128.	Outreach Specialist	52
129.	Parking Officer	33
130.	Parking & Special Events Coordinator	52
131.	Payroll Technician I	41
132.	Payroll Technician II	46
133.	Payroll Technician, Senior	51
134.	Performing Arts Accompanist	45
135.	Physical Education/Wellness Assistant	45
136.	Planetarium Coordinator	52
137.	Police Dispatcher	38
138.	Police Support Services Coordinator	46
139.	Police Support Services Coordinator, Sr.	52

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
140.	Postal Services Assistant	35
141.	Press Operator I	36
142.	Press Operator II	40
143.	Press Operator, Senior	44
144.	Printing Services Coordinator	46
145.	Printing Services Specialist (Fiscal)	38
146.	Production Operations Coordinator	56
147.	Program Coordinator I	48
148.	Program Coordinator II	52
149.	Program Coordinator II, Marketing & Communication	52
150.	Program Coordinator, Senior	56
151.	Program Coordinator, Senior – DSS	56
152.	Programmer Analyst I	55
153.	Programmer Analyst II	64
154.	Programmer Analyst, Senior	70
155.	PSME Laboratory Instructional Coordinator	52
156.	Publications, Publicity & Editorial Coordinator	56
157.	Real Time Captioner	59
158.	Research Analyst	52
159.	Research Analyst, Sr./Data Warehouse Coordinator	70
160.	Sales Coordinator	52
161.	Sales Coordinator, Senior	56
162.	Secretary	37
163.	Secretary, HTCTU	37
164.	Secretary, Senior	41
165.	Secretary, Senior – CACT	41
166.	Sign Language Interpreter I, II	50/57
167.	Special Events Coordinator	44

Foothill-De Anza Community College District
ACE Classification Titles and Salary Ranges

	<u>Title</u>	<u>Range</u>
168.	Student Activities Specialist	44
169.	Systems & Network Programmer I	60
170.	Systems & Network Programmer II	66
171.	Systems & Network Programmer, Senior	72
172.	Technology Services Technician	45
173.	Technology Trainer	50
174.	Technology Training Coordinator	58
175.	Technology Training Specialist	54
176.	Television Systems Engineer	64
177.	Testing Assistant	33
178.	Testing Proctor	40
179.	Testing Technician	41
180.	Theater & Fine Arts Assistant	46
181.	Theater & Fine Arts Facilities Coordinator	52
182.	Tutorial Center Associate	45
183.	Veterans Program Coordinator	41
184.	Video Systems Technician	55
185.	Web Administrator	68
186.	Web/Client-Server Application Administrator	70
187.	Web Content Developer	60
188.	Web & Print Communications Design Coordinator	62
189.	Web Support Technician	54
190.	Workstation & Systems Support Technician I, II, Senior	50/55/60