# COLLECTIVE BARGAINING

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3(5%(&,6,215(6&23(2)%$5*$,1,3*1,7«««««««««  «««  «,

$33(1',;$
/,67 2)'(3$570(176«  «««««««««  «««««««««  ««  9

$33(1',;%
$'0,1,675$725<(96$/8$7,21)'(3$570(17&+$,53(5261  9,

$33(1',;&
)$&8/7<&/$66,),(67$)5(9,(:)250)25'(3$570(17
&+$,53(562 1  ;

$33(1',;

## ARTICLE 2 EFFECT OF AGREEMENT

1 ,W LV DJUHHG WKDW WKH VSHFLILF WHUPV DQG SURYLVLR
2 'LVWULFW SUDFWLFHV DQG ZULWWHQ SROLFLHV ZKHUHYHU
LQFRQVLVWHQW ZLWK

ARTICLE 4 SEPARABILITY AND SAVINGS

$ ,I DQ\ SURYLVLRQ RI WKLV $JUHHPHQW RU DQ\ DSSOL
HPSOR\HH RU JURXS RI HPSOR\HHV LV GHWHUPLQHG E\ RSHUDWLRQ RI
LQYDOLG FRXUW RU RWKHU WULEXQDO RI FRPSHWHQW M
LQRSHUDWLYH EXW DOO RWKHU SURYLVLRQV VKDOO QR
LQ IXOO IRUFH DQG HIIHFW DJUHH WKDW WKH\ VKDOO X
SDUW\ ZLWKLQ ILIWHHQ ZRUNGD\V VXEVHTXHQW WH
SXUSRVH RI QHJRWLDWLQJ VXFK QHZ WHUPV RU FRQ
GHFODUDWLRQ 1RWLFH VKDOO EH GHHPHG JLYHQ WR FRXUW ZL
DQ\ SURYLVLRQV RI WKLV FRQWUDFW

% ,I FORVXUH RI WKH &RROHJH RU FRQVROLGDWLRQ ZLWK
UHTXLUHG E\ D ILQDO GHFLVLRQ LQ WKH DFFUHGLWDWL
WKH '&& EHIRUH GHWHUPLQLQJ D FRXUVH RI DFWLRQ

ARTICLE 5 NON-DISCRIMINATION

$ &LW\ &RROHJH RI 6DQ )UDQFLVFR SURKLELWV GLVFULPL
VH[ QDWLRQDO RULJLQ FUHHG HWKQLFLW\ DJH SK\
DIILOLDWLRQ VH[XDO RULHQWDWLRQ DQFHVWU\ FRO
FDQFHU UHODWHG LOOQHVV +,9 $,'6 RU UHODWHG FRQG
QRQ\PSWRPDWLF FDUULHUV RI LQKHULWDEOH GLVHDV
GRPHVWLF SDUWQHU VWDWXV SDUHQWDO VWDWXV YH\

% 7KH *ULHYDQFH 3URFHGXUH KHUHLQ PD\ QRW EH XVHG I
IRU ZKLFK DQRWKHU DGPLQLVWUDWLYH IRUXP VXFK
2SSRUWXQLWLHV &RPPLVVLRQ ((2& RU WKH +XPDQ
+RXVLQJ ')(+ LV SURYLGHG SXUVXDQW WR
(PSOR\PHQW 5HODWLRQV %RDUG VKDOO QRW EH FRQVL

ARTICLE 7 ASSOCIATION RIGHTS

$ 1R 5HSUL7KH$VVRFLDWLRQ DQG (PSOR\HU DJUHH WKDW
DJDLQVW DQ\ SHUVRQ ZKR H[HUFLVHV ULJKWV JXDUDQW
H[HFXWHV UHVSRQVLELOLWLHV LPSRVHG E\ ODZ RU WKL

% 1HJRWLDWLRQV ZLWK 2WKHU 2UJDQL]DWLRQV

7KH %RDUG RU LWV UHSUHVHQWDWLYH V DJUHH Q
RUJDQL]DWLRQ RU LQGLYLGXDO LQ PDWWHUV XSR
H[FOXVLYH UHSU7KHVHQWDWLRQ DJUHHV WKDW
UHSUHVHQWDWLYH V ZLOO QHJRWLDWH SULYDWHO
SHUVRQV QRW RIILFLDOO\ GHVLJQDWHG E\ WKH %

( 3DUNLQJ 3HUPLWV

7KH $VVRFLDWLRQ VKDOO EH SURYLGHG E\ WKH 'LVWUL
SHUPLWV IRU XVH E\ $VVRFLDWLRQ UHSUHVHQWDWLYHV
VLWH SDUNLQJ

) (TXLSPHQW

7KH $VVRFLDWLRQ DQG LWV GXO\ DXWKRUL]HG UHSUH
RFFDVLRQDOO\ XVH 'LVWULFW HTXLSPHQW ZLWK DGYDQ
FRVW ZKHQ VXFK HTXLSPHQW 6XSHULQWHQGHQW RU KLV GHVLJQHH
PXVW EH VROHO\ DW WKH H[SHQVH RI WKH $VVRFLDWLRQ
WLPHV KDYH SULRULW\ RYHU WKRVH RI WKH $VVRFLDWLR

* 5HOHDVHG 7LPH $VVRFLDWLRQ %XVLQHVV

1HJRWLDWLRQV WLPH PD[LPXP RI WKUHH DXWKRUL]HG $VVR
WHDP PHPEHUV VKDOO EH UHOHDVHG IURP WKHLU U
RI SD\ RU EHQHILWV ZKHQ QHJRWLDWLQJ PHHWL
VFKHGXOHG GXULQJ UHJXODU ZRUNLQJ KRXUV RI WK

ARTICLE 7 ASSOCIATION RIGHTS

Such restrictions shall be used for $VVRFLDWLRQ purposes only and shall not be used for any other $VVRFLDWLRQ

)RU $VVRFLDWLRQ GHVLJQHHV ZKRVH FRPELQ
$VVRFLDWLRQ UHDVVLJQHG WLPH H[FHHGV
$VVRFLDWLRQ GHVLJQHH VKDOO KHDWHUGRWHG
IRU DQ\ H[FHVV UHDVVLJQHG WLPH $VVRFLDWLRQ
$VVRFLDWLRQ GHVLJQHH PD\ UHTXHVW WKDW VF
EH JUDQWHG WR DQRWKHU $VVRFLDWLRQ PHF
$VVRFLDWLRQ EXVLQHVV H J JULHYDQFHV QH

ARTICLE 7

ARTICLE 8

## ARTICLE 8 PURPOSE, SCOPE & AUTHORITY OF CHAIRPERSONS

- Facilitate the hiring process
- Ensure
- Demonstrate
- Monitor and report
- Demonstrate
- Implement
- Plan and report
- Support
- Effectively communicate
- Develop and maintain
- Lead

The complete job description, including duties and responsibilities, of Department Chairpersons appears at APPENDIX G

# ARTICLE 9 RIGHTS OF UNIT MEMBERS

ARTICLE 10 EVALUATION

$ 3XUSRVH

7KH SXUSRVH RI GHSDUWPHQW FKDLU HYDOXDWLR
DQG VSHFLDO TXDOLWLHV RI WKH HYDOXDWHH D
LPSURYHPHQW

% $SSOLFDELOLW\ DQG &DOHQGDU

$O'ØIS D U W P H Q W & K • ••êúËÁúËÀ y. p 0 &˜ a''ë `˜ úÂ * úÂ *‰€ 'ê‰€ 'ê

ARTICLE 10

ARTICLE 10 EVALUATION

At the end of the designated period, each employee's performance evaluation will be discussed during a performance evaluation conference between the employee and the employee's supervisor. The employee will receive a copy of the evaluation at the conference. The employee's signature on the evaluation indicates only that the employee has received a copy of the evaluation and has been informed of its contents.

Such a conference shall normally be held annually, but in no event less frequently than every two years. The employee may request a conference with the supervisor at any time. The employee may submit written comments about the evaluation to the supervisor, and the comments will be attached to the evaluation.

The employee's overall performance rating shall be one of the following: Outstanding, Above Standard, Standard, Below Standard, or Unsatisfactory.

Each employee shall be evaluated on the basis of the employee's performance of the duties of the employee's position as described in the employee's job description. The evaluation shall be prepared by the employee's supervisor. The supervisor may consult with other supervisors who have had a reasonable opportunity to observe the employee's performance during the evaluation period.

Each employee shall be evaluated on the basis of the employee's performance of the duties of the employee's position as described in the employee's job description. The evaluation shall be prepared by the employee's supervisor. The supervisor may consult with other supervisors who have had a reasonable opportunity to observe the employee's performance during the evaluation period.

The Deputy Director of Human Resources shall develop procedures for the implementation of performance evaluations in accordance with the provisions of this Article. Such procedures shall be subject to review by the Chancellor's Assistant for Labor Relations.

Each employee shall be evaluated on the basis of the employee's performance of the duties of the employee's position as described in the employee's job description. The evaluation shall be prepared by the employee's supervisor. The supervisor may consult with other supervisors who have had a reasonable opportunity to observe the employee's performance during the evaluation period.

Regardless of any other provision of this Article, the employee's supervisor shall be responsible for preparing the employee's performance evaluation.

Failure to receive a performance evaluation shall not be grounds to grieve any action.

Each employee shall be evaluated on the basis of the employee's performance of the duties of the employee's position as described in the employee's job description. The evaluation shall be prepared by the employee's supervisor. The supervisor may consult with other supervisors who have had a reasonable opportunity to observe the employee's performance during the evaluation period.

Failure to receive a performance evaluation shall not be grounds to grieve any action.

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ARTICLE 10 EVALUATION

DQG VKDOO UHVXOW LQ DXWRPDWLF UHVLJQ
WKH ZULWWHQ UHSRUW RI WKH HYDOXDWLRQ VKDOO GHVFULEH
$XWRPDWLF UHVLJQDWLRQ VKDOO QRW DSSO
$XWRPDWLF UHVLJQDWLRQ ZLOO DOVR EH SU
IURP VHUYLFH GXULQJ WKH &KDLUPDQ \HDUV
QR RWKHU SHQDOWLHV EHWKHUHDIWHU GHOLQ
SUHVHQWV FDXVH IRU GLVFLSOLQH SXUVX
VHFWLRQ

7KHUHDIWHU DOO DUWLFOHV RI WKH 'HDQ VKDOO EH SU
DFFRUGDQFH ZLWK \$UWLFOH

ARTICLE 11 PERSONNEL FILES

$ 7 K H U H

## ARTICLE 11 PERSONNEL FILES

,I WKH PDWHULDO RU FRPSODLQW LV GHH
IXUWKHU DFWLRQ H J SODFHPHQW LQ W
'HSDUWPHQW &KDLUSHUVRQ VKDOO EH
WKH DSSURSULDWH SHUVRQ WR UHFHLYH

,I DQ\ IXUWKHU DFWLRQ LV

ARTICLE 11 PERSONNEL FILES

3UHSDUH LQ ZULWLQJ D GHWDLOHG DQG
RI WKH UHDVRQ V VXFK PDWHULDO LQ
UHPRYHG RU FRUUHFWHG

6HQG E\ FHUWLILHG PDLO RU KDQG GH

ARTICLE 12 WORK ENVIRONMENT

$

ARTICLE 13 LEAVES

1 : L W KW L Q Q GZ D R V U H F H L S W H D Q G V H F L W L R Q W K H U G H Q \ W K

## ARTICLE 14 ELECTION/SELECTION OF DEPARTMENT CHAIRPERSONS

$ 7KH SURFHGXUH RXWOLQHG EHORZ DUH GHVLJQHG WR DVVXUH 'HSDUWPHQW &KDLUSHUVRQV KH QHHGV RI IDFXOW\ LQ WKH QHHGV RI PDQDJHPHQW SURGXFWLYH VXEMHFW WR WKH IROORZ

## ARTICLE 14 ELECTION/SELECTION OF DEPARTMENT CHAIRPERSONS

9RWLQJ SURFHGXUH VKDOO EH RYHUOHZ $UWLFOH

,QGLYLGXDO IDFXOW\ PHPEHUV PD\ DWWDLQ HOLJLE
RQH FUHGLW SHU VHPHVWHU E\ SDUWLFLSDWLQJ WKH FULWHULD DERY

,QWHUYLHZV SURFHGXUH 9LFH &KDQFHOORU $VVRFL
DV DSSOLFDEOH VKDOO EH RXWOLQHG LQ DQ DSSURSULLF OH

$ :RUN <HDU

&DOHQGDU

$XQLW PHPEHUV RQ RQO\ RQH RI WKH LQVWU
H J FUHGHQWLDOHG GLVWULFW HPSOR\HHV KDYH
HPSOR\HHV DV FRQWDLQHG ZLWKLQ WKH FXU
+RZHYHU 6WXGHQW 6HUYLFHV FKDLUSHUVRQV F
&DOHQGDU ZKHQHYHU DJUHHG WHRSDLUWPHQWDQ
&KDLUSHUVRQ RU KH DGPLQLVWUDWRU WR ZKRP KH

UN 2 y S ™$&KDLUPRUQ°2HQWVL`ÊÂîLDQH„YRKHN°HWQa"à.²ðeñZKHQ`HYDL/Ú•\y%KÂî½

ARTICLE 15 WORK YEAR/WORK WEEK/ASSIGNMENT AND CLASS SIZE

$ E V H Q W J R R G F D X V H H D F K ' H S D U W P H Q W & K D L U

ARTICLE 15 WORK YEAR/WORK WEEK/ASSIGNMENT AND CLASS SIZE

| :((./< 683(59,625 5($66,*1(' 81,76 | :((./< 683(59,625 :25. +2856 | :((./< 7($&+,1* )$&8/7< 81,76 |
|---|---|---|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |

$ &RPSHQVDWLRQ

&RPSHQVDWLRQ RI WKH VXP DSSOLFDEOH SURYLVLRQV RI WKH WDEOHV EHORZ VKDOO EH WKH WRWDO \HDUO\ FRPSHQVDWLRQ

&RPPHQFLQJ -DQXDU\ 'HSDUWPHQW &KDLUSHUVRQV FRPSHQVDWLRQ VKDOO EH DV VHW IRUWK LQ WKH WDEOH EHORZ EDVHG RQ UHDVVLJQHG XQLWV SURYLGHG E\ $UWLFOH

| Reassigned Units | Year of Service | Step | Year 1<br><br>Additional Compensation 7/1/23 | Year 2<br><br>Additional Compensation 7/1/24<br>Increase by final State COLA, |
|---|---|---|---|---|

ARTICLE 16 COMPENSATION

$ I W H U W K U 6 W H S

ARTICLE 16 COMPENSATION

W K H D S S U R S U L D W H F D O H Q G D U

ARTICLE 16 COMPENSATION

) R U D W W H Q G D Q F H D W S U R I H V W L K H Q D X O W E H W D L Q G J V H U V H R D Q
G H V F U L E H W L F D H Q G ' H S S D U Q G P L H Q * W & K D L U S R Q R E
H O L J L E O H W R D S S O \ I R U D G P L Q L V W U D W L Y H O \ D V V L J Q H G

F. Substitute Teaching

, W L V Q R W W K H L Q V W U X F W R U V Z K R D U H Q R W H Q W L W K W K H S R
V X E V W L W X W H Q R T X D O L I L H G L Q V W U X F W R U V ` W

ARTICLE

3ULRU WR WKH EHJLQQLQJ RI HDFK VHPHVWHU WKH IRUZDUG D UHSRUW RI WKH FXUUHQW GLVWULEXWLRQ WR WKH '&& DQG DSSURSULDWH GHSDUWPHQW FKDLUV UHDVVLJQHG GXWLHV RU GHSDUWPHQW IDFXOW\ HQVXUH WKDW WKH GHDQ RI ,QVWUXFWLRQ

,Q HYDOXDWLQJ WHDFKLQJ DQG GLVFLSOLQDU\ UHDVVLJQPHQW FRQVLGHUDWLRQV VKDOO EH JLYHQ WR

$FDGHPLF 3URJUDP DQG 6WXGHQW 6XSSRUW 6HUYLFHV SURJUDPV WKDW UHTXLUH IRFXVHG FRRUGLQDWLRQ GHSDUWPHQWV WKDW VFUHHQ VWXGHQW DSSOLFDWLRQV

8QXVXDO /HYHOV RI 'HSDUWPHQW WKDW KDYH SURJUDPV DW PXOWLSOH FDPSXV FHQWHU ORFDWLRQV ODUJH QXPEHU RI FODVVLILHG VXSSRUW VWDII GHSDUWPHQW FKDLUSHUVRQ DFWLYLWLHV H J VLJQLILFDQWO\ FRPSOH[

&RRUGLQDWLRQ ZLWK (QYLURQPHQWDO 6HUYLFHV WR DVVLVW GHSDUWPHQWV ZLWK D KLJK QXPEHU RI LQWHUQVKLS GHSDUWPHQWV ZLWK D KLJK QXPEHU RI LQWHUQVKLS

3K\VLFDO (QYLURQPHQW 'HSDUWPHQWV WKDW UHTXLUH VXSHUYLVLRQ DQG PDLQWHQDQFH RI H[WHQVLYH VSHFLILF IDFLOLWLHV

2WKHU 'HSDUWPHQWV ZLWK RWKHU FRPSOH[LWLHV

## ARTICLE 19 GRIEVANCE PROCEDURE

$ 3XUSRVH SURYLGH DQ RUGHUOY SURFHGXUH IRU UHYLHZ
SURPSWO\

% 'HILQLWLRQV

*ULHYDQFH HDOOHJDWLRQ EV PDQW &RQWUDGHKDUHVRQ
EHHQ DGYHUVHO\ DIIHFWHG E\ D YLRODWLRQ RI
SURYLVLRQ RI WKLV $JUHHPHQW WKLV SURFHVV DU
%

$ JULHYDQFH DV GHILQHG LQ WKLV $JUHHPHQ
WKURXJK WKLV SURFHGXUH

$FWLRQ WR FKDOOHQJH RU FKDQJH WKH SROLF
LQ WKH SROLFLHV UXOHV DQG UHJXODWLRQV
DQG SURFHGXHV QRW FRQWDLQHG ZLWKLQ
XQGHUWDNHQ XQGHU SURFHVVHV GHWHUPLQHG

*ULHYDQW

$Q\XQLW PHPEHU RU EHKUD JULHYDQFH

$Q\ JURXS RU PHPEHUV RI WKH VDPH JULHYDQFH

7KH $VVRFLDWLRQ ZKHUH WKHUH LV D VSHFLILF
KDYH EHHQ YLRODWHG H J XVH RI PDLOER[H
HTXLSPHQW $VVRFLDWLRQ SDUNLQJ SHUPLWV

'D\ IR\›ð P RDf XVH RI

ARTICLE 19 GRIEVANCE PROCEDURE

## ARTICLE 19 GRIEVANCE PROCEDURE

E\ WKH $VVRFLDWLRQ ZLWKLQ WHQ SW RI VXFK SU
UHVROXWLRQ RI WKH $VVRFLDWLRQ WR UHVSRQ
FRQVWLWXWHV DJUHHPHQW ZLWK WKH SURSRVHG U

7KH SDUWLHV VKDOO H[FKDQJH XSRQ UHTXHVW SH
RU UHTXLUHG WR SURFHVV DQ\ JULHYDQFH

8QLW PHPEHUV VKDOO QRW LQYHVWLJDWH
GXULQJ WKHLU RZQ GXW\ WLPH H[FHSW WR WKH

*ULHYDQW VKDOO QRW EH DOORZHG RU SHUPLWWHG
HYLGHQFH EH\RQG 3URFHGXUDO 6WHS 7ZR $GPLQL
QRW LQFOXGHG LQ ZULWLQJ RQ WKH RULJLQDO
3URFHGXUDO 6WHS 7ZR XQOHVV LQ GLUHFW UHVSR
XS LQ WKH ZULWWHQ GHFLVLRQ V RI WKH DGPLQLV

( 3URFHGXUH

6WHS 2QH

:LWKLQ WZHQW\ GD\V WKH ZULWWHQ PHPEHU RU
UHDVRQDEO\ VKRXOG KDYH NQRZQ RI WKH RF
JULHYDQFH LQLWLDWHG DQG WKHUHDIWHU GLVFXVV WKH DOOHJHG

ARTICLE 19 GRIEVANCE PROCEDURE

GHOLYHU\ ZLWKLQ WHQ
ZRUNGD\V DIWHU WKH HYHQW RI FKOG EHW
SDUWLHV ZKLFKHYHU LV WKH ORQJHU SHUL

6WHS 7KUHH &KLHI /HYHO

,I D VDWLVIDFWRU\ UHVROXWLRQ LV QRW UHDF
VKDOO SUHVHQW WKH ZULWWHQ DSSHDO WR WKH 6W
*ULHYDQFH &RPP 7KUHH DQ DSSHDO RI WKH
&KDQFHOORU R7UKHG &KLDQFHOORU RU GHVLJQHH
FHUWLI\ LQ ZULWLQJ WR WKH JULHYDQW WKH
7KH GHVLJQHH VKDOO QRW EH WKH DGPLQLV
GHFLVLRQ LQ 6WHS 7ZR

\(LWKHU WKH JULHYDQW RU RU GHVLJQHH PD\ UH

## ARTICLE 20 DISCIPLINARY ACTION

$ 'LVPLVVDO RU VXVSHQVLRQ RI D XQLW PHPEHU VLP
'HSDUWPHQW &RQGXFW RU VHUYLFH VKDOO EH LQ DFF
&RGH UHTXLUHPHQWV

% ([FHSW IRU VLPXOWDQHRXV GLVPLVVDO'HSDUWPHQW
&KDLUSHUVRQ DFXOW\ VHUYLFH DQ\ RWKHU XQLW
PHPEHUV VKDOO WDNH SODFH RQO\ IRU'LVFLSOLQH
GHILQHG DV IRUPDO QRWLFH RI SURSRVHG V
'HSDUWPHQW &KDLU

7KH SURYLVLRQV RI WKH $)7 $JUHHPHQW VKDOO
SODFHG RQ WKH DQ¶V SHUVRQQHO

3ULRU WR VXVSHQVLRQ RU UHPRYDO IRU GLVFLS
&KDLUSHUVRQ UHFHLYH QRWLFH RI WKH UHDVRQ V
DQG DQ RSSRUWXQLW\ WR UHVSRQG WR KHU
KH VKH GHFLGHV WKH PDWWHU ,I WKH DSSURSULD

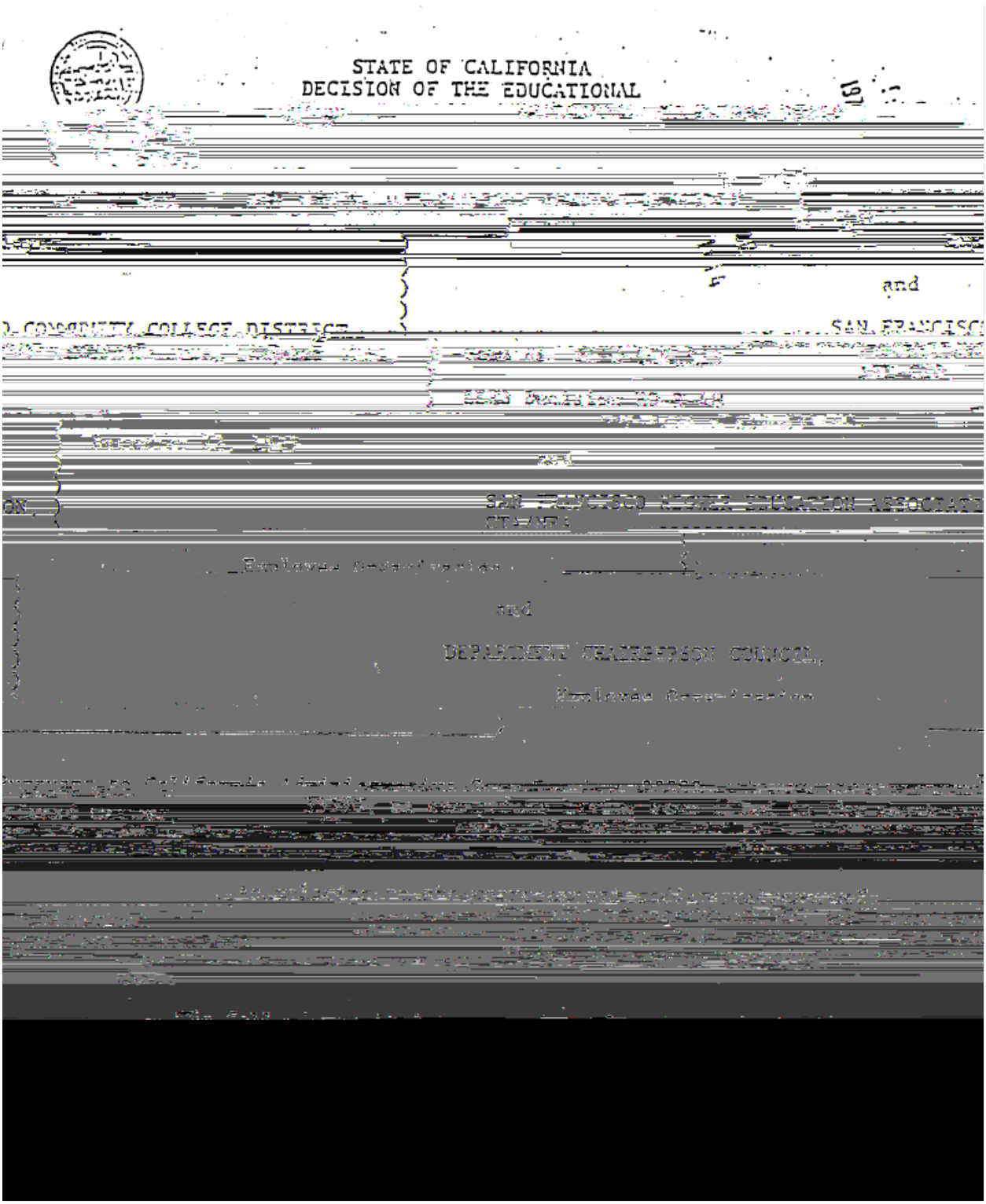
ARTICLE 21 DURATION

$

APPENDIX A - 1
[PERB DECISION]

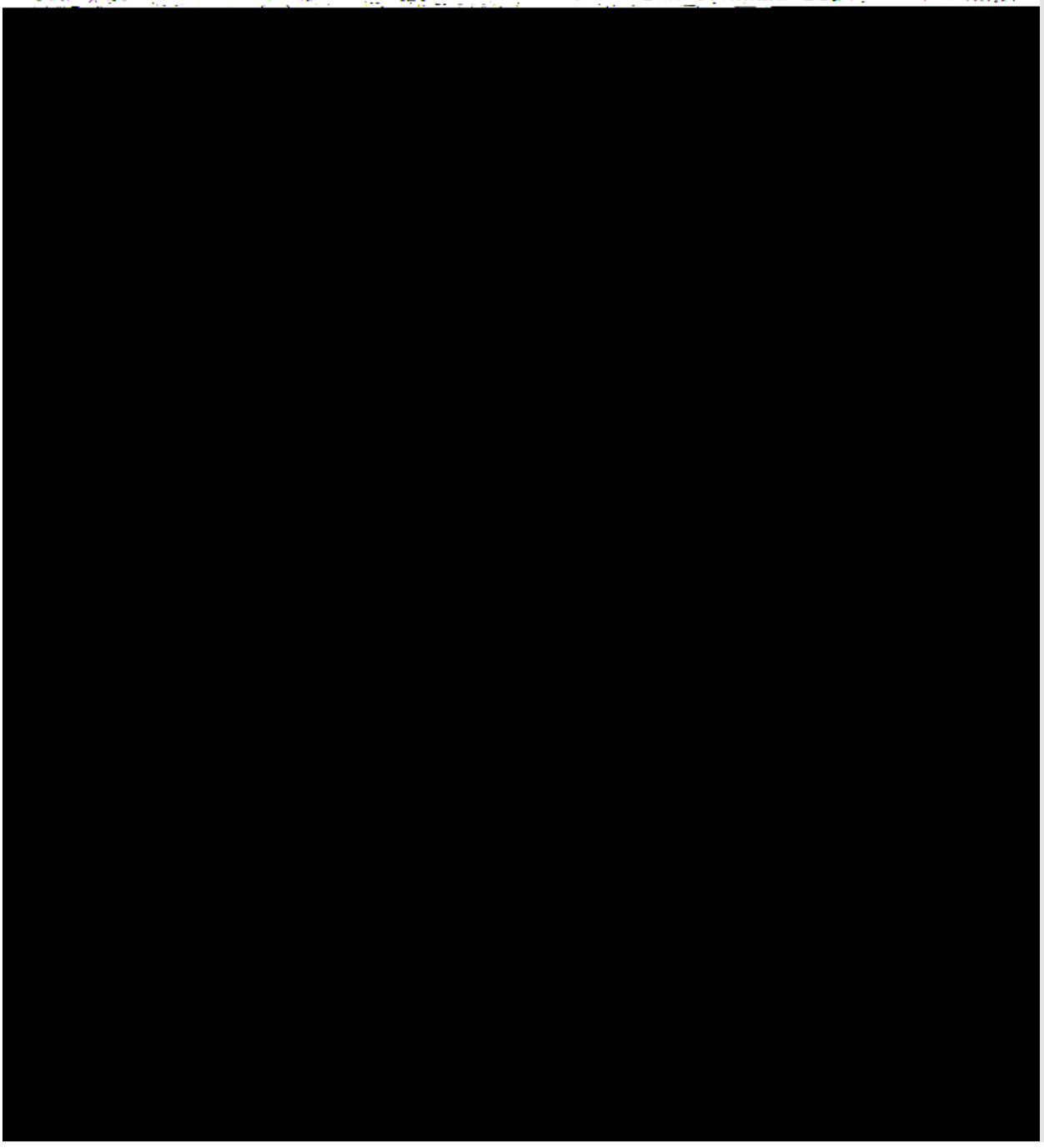
DECISION NO. HO-R-48

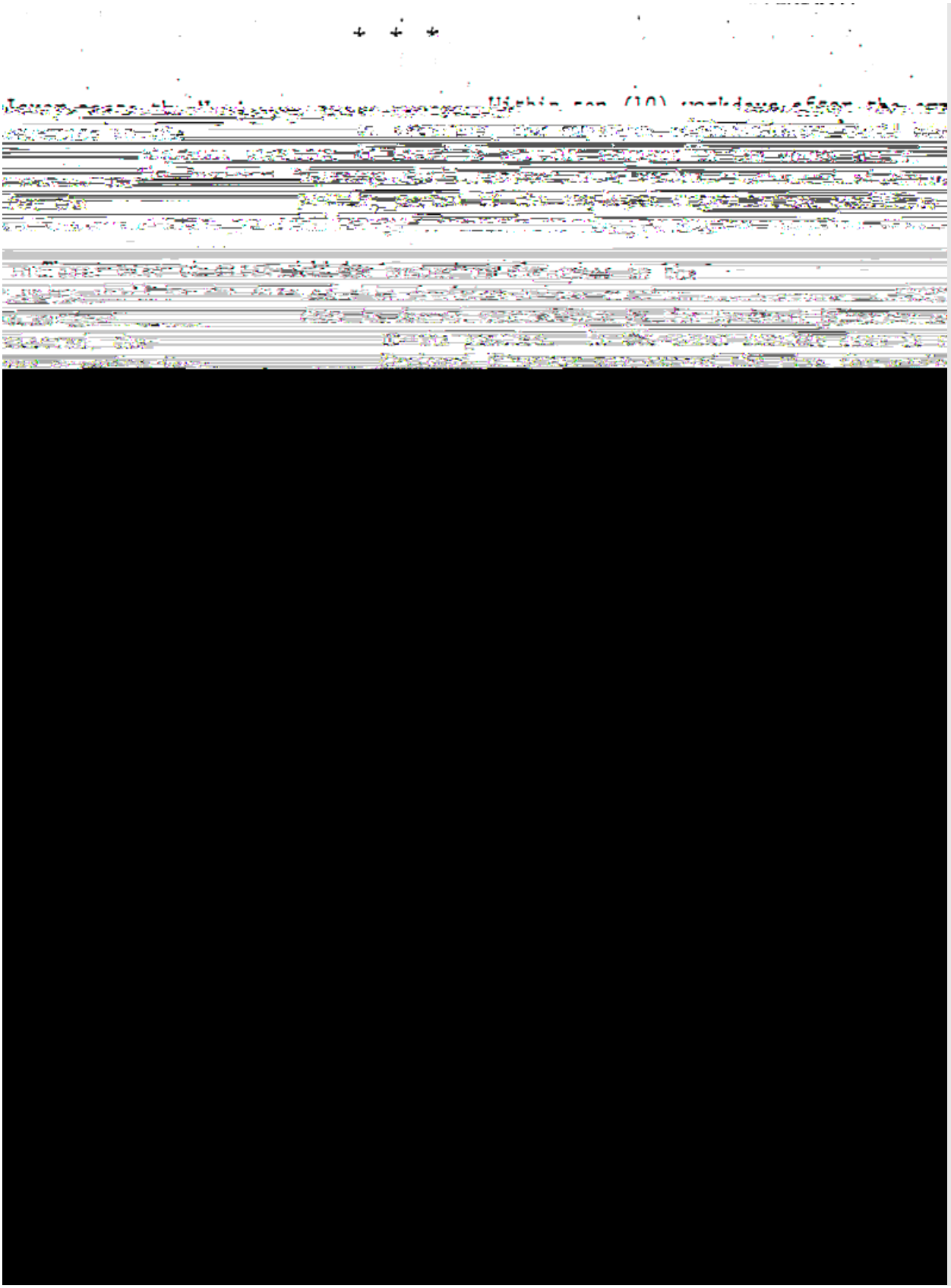
CASE NO. SF-R-519, SF-R-525


STATE OF CALIFORNIA
DECISION OF THE EDUCATIONAL
and

librarians, counselors.

Last six semesters inclusive,





APPENDIX A-2
LIST OF DEPARTMENTS

$GPLQLVWUDWLRQ RI -XVW
$IULFDQ $PHULFDQ 6WXGL
$LUFUDIW 0DLQWHQDQFH
$UW
$VLDQ 6WXGLHV
$VLDQ $PHULFDQ 6WXGLH\
$VWURQRP\
$XWRPRWLYH 0HFKDQLFV &RQVWU
%XLOGLQJ &RQVWUXFWLRQ
%HKDYLRUDO 6FLHQFHV
%LRORJLFDO 6FLHQFHV
%URDGFDVW (OHFWURQLF
%XVLQHVV
&KHPLVWU\
&KLOG 'HYHORSPHQW DQG
&LQHPD
&RPPXQLFDWLRQ 6WXGLHV
&RPPXQLW\ 3XEOLF +HDO
&RPSXWHU 1HWZRUNLQJ
7HFKQRORJ\
&RPSXWHU 6FLHQFH
&RXQVHOLQJ & Programs
&XOLQDU\ $UWV DQG +RVS
'HQWDO $VVLVWLQJ
'LVDELOLW\ 6HUYLFHV 3U
IRU 6WXGHQWV
(DUWK 6FLHQFHV
(GXFDWLRQDO 7HFKQRORJ
(QJLQHHULQJ &RQVWUXFWLRQ
(QJOLVK
(QJOLVK DV D 6HFRQG /DQ
(QYLURQPHQWDO +)RUHVWU\

)DVKLRQ
+HDOWK &DUH 7HFKQRORJ\
,QWHUGLVFLSOLQDU\ 6WXG
-RXUQDOLVP
.LQHVLRORJ\ $WKOHWLFV DQG '
/DERU DQG &RPPXQLW\ 6W
/DWLQ $PHULFDQ 6WXGLHV
/HDUQLQJ $VVLVWDQFH
/HVELDQ *D\ %LVH[XDO D
7UDQVJHQGHU 6WXGLHV
/LEUDU\ DQG /HDUQLQJ 5H
/LEUDU\ ,QIRUPDWLRQ 7HFI
0DWKHPDWLFV
0XVLF
1XUVLQJ /LFHQVHG 9RFDW
1XUVLQJ 5HJLVWHUHG
2OGHU $GXOWV
3KLOLSSLQH 6WXGLHV
3KRWRJUDSK\
3K\VLFV
5DGLRORJLF 6FLHQFHV
6RFLDO 6FLHQFHV
6WXGHQW +HDOWK 6HUYLFH
7UDQVLWLRQDO 6WXGLHV
9LVXDO 0HGLD 'HVLJQ
:RPHQ¶V DQG *HQGHU 6WXGLHV
:RUOG /DQJXDJHV DQG &XO

APPENDIX B
ADMINISTRATOR'S EVALUATION OF DEPARTMENT CHAIRPERSON

1 D P H 'RI S D U W&KDLU S H U V R Q _____

' H S D U W P H Q W _____ ' D W H _____

1 D P H D Q G 7 L W O H R I $ G P L Q L V W U D W L Y H ( Y D O X D W R U _____

$ G P L Q L V W U D W R U R M ( M S D D K D K H R Q S H U V R Q

$GPLQLVWUDWRUV (YDOXDWLRQ SHUVRQ

DUTIES/RESPONSIBILITIES

| H. SUPERVISORY SKILLS | Not Applic. Not Observ. | Unsatis - factory | Improv. Needed | Satis - factory |
|---|---|---|---|---|
| V 0DNHV VRXQG GHFLVLRQV | | | | |
| &RPPHQWV | | | | |
| W 'HOHJDWHV DXWKRULW\ DQG | | | | |
| &RPPHQWV | | | | |
| X 3ODQV HIIHFWLYHO\ | | | | |
| &RPPHQWV | | | | |

Y

APPENDIX C
FACULTY & CLASSIFIED STAFF REVIEW FORM FOR DEPARTMENT CHAIRPERSON

72 )DFXOW\ 6WDII 0HPEHU RI 'HSDUWPHQW

)520 _____
1DPH DQG 7LWOH RI $GPLQLVWUDWLYH (Y

68%-(&7 (YDOXDWLRQ RI WKH 3HUIRUPDQFH RI 6XSHUYLVRU\
'HSDUWPHQW &KDLUSHUVRQ
_____ RI WKH
'HSDUWPHQW

Return this completed form to: _____ by _____(Date)

Your Department Chairperson is currently being routinely evaluated according to the provisions of the DCC/District Contract, Article 10. As part of this evaluation, a review is conducted of full- and part-time faculty and classified staff under the supervision of the Department Chairperson. The results of this review will be incorporated into the Dean's formal evaluation of the Department Chairperson.

Note: This form will be viewed by the Department Chairperson. DO NOT SIGN THIS FORM.

Using the following scale, circle the number corresponding to your assessment of the Department Chairperson 's performance of the activity indicated:

| | | |
|---|---|---|
| 1 | = | Not Applicable/Not Observed |
| 2 | = | Unsatisfactory (You must include comments if you mark this item.) |
| 3 | = | Improvement Needed (You must include comments if you mark this item.) |
| 4 | = | Satisfactory |

If you need more room for comments, attach a separate sheet.

Faculty & Classified Staff Review Form for Department Chairperson

DUTIES/RESPONSIBILITIES

| A. PERSONNEL (Supervision of Faculty and Staff) | Not Applic. Not Observ. | Unsatis - factory | Improv. Needed | Satis - factory |
|---|---|---|---|---|
| D +LULQJ DQG RULHQWDWLRQ | | | | |
| &RPPHQWV | | | | |
| E 6FKHGXOLQJ DQG DVVLJQPHQ | | | | |
| &RPPHQWV | | | | |
| F (YDOXDWLRQ DQG UHYLHZ | | | | |
| &RPPHQWV | | | | |
| G 0DLQWHQDQFH RI SRVLWLYH IDFXOW\ VWDII | | | | |
| &RPPHQWV | | | | |

| B. CURRICULUM, INSTRUCTION, SERVICES | Not Applic. Not Observ. |
|---|---|

F.

APPENDIX D-1

FACULTY MEMBERS ELIGIBLE TO SERVE AS DEPARTMENT CHAIRPERSON

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |

APPENDIX D-3
DEPARTMENT CHAIRPERSON BALLOT

&OHDUO\ SULQW WKH QDPH RI WKH DWWDFKHG H
OLVW IRU ZKRP \RX ZLVK WR YRWH

/LVW RQO\ RQH SHUVRQ RU WKLV EDOORW ZLOO EH L

NAME

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# APPENDIX E
# STATEMENT OF GRIEVANCE

Article 20 - District/DCC Contract

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72 $//(*(' *5,(9$1&( (

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&+$1&(//25 6 6,*1$785(

>$WWDFK SDJHV VSHFLI\ QXPEHU LI QHFHVVDU\ IR

67(3 )285%2$5' 2) 75867((6 /(9(/
5(63216( 72 $//(*(' *5,(9$1&((

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>$WWDFK SDJHV VSHFLI\ QXPEHU LI QHFHVVDU\ IR

$WWDFK DOO UHVSRQVHLVQ IRUP E DHW[LWRUQD VS E JWK L VD OPU P

7,0( ,6 2) 7+( (66(1&( ,1 $// 0$77(56

# APPENDIX F
# CITY COLLEGE OF SAN FRANCISCO
# DEPARTMENT CHAIRPERSON

APPENDIX G
DEPARTMENT CHAIRPERSON POSITION DESCRIPTION

## Purpose, Scope and Authority of the Department Chairperson

8QGHU WKH GLUHFWLRQ RI D 'HDQ DQ'GHSDUWPHHQWH&KDLUSHUVRQ LV UHVSRQVLEOH IRU WKH RYHUVLJKW DQG PDQDJHPHQW RI DFDGHPLF SROLFLHV SURJUDPV DQG EXGJHWV LQ WKH GHSDUWPHQW &KDLUSHUVRQV DUH DOVR UHVSRQVLEOH IRU PDLQWDLQLQJ D FRQVWUXFWLYH ZRUNLQJ UHODWLRQVKLS ZLWK WKH IDFXOW\ VWDII DQG VWXGHQWV LQ WKH GHSDUWPHQW &&6)¶V PLVVLRQ

3URYLGH DFDGHPLF OHDGHUVKLS WR IDFXOW\ LQ PHHWLQJ WKH GHSDUWPHQW¶V DQG XQLYHUVLW\ JRDOV

$V DUROLQH VXSHUYLVRU &KDLUSHUVRQ LV ERWK D UHSUHVHQWDWLYH DQG D GHSDUWPHQW, QVSURHNSHUVHVHQWVRQQ &&6) DGPLQLVWUDWLRQ &KDLUSHUVRQV FRQFHUQV SUREOHPV DQG VXJJHVWLRQV DGPLQLVWUDWLYH SROLFLHV DQG SURFHGXUHV WKH &KDLUSHUVRQ DGRSWHG &ROOHJH 3ODQV DQG SURJUDPV DQG WKH &KDLUSHUVRQ DQG JRDOV LQIRUP DGPLQLVWUDWLRQ DQG WKH &KDLUSHUVRQ¶V RUVWDWXV DQG EHQHILWV PRGLILFDWLRQV DQG H[HUFLVH RI VXFK DXWKRULW\ DV VSHFL

# APPENDIX G

APPENDIX G

DEPARTMENT CHAIRPERSON POSITION DESCRIPTION

'HYHORS SURJUDP RIIHULQJV DQG FODVV VFKHGXOHV E
FRPPXQLW\ QHHGV VXEMHFW WR ILQDO DSSURYDO RI W
'HYHORS DQG UHFRPPHQG IDFXOW\ DVVLJQPHQWV DQG
IDFXOW\ SHUIRUPLQJ [illegible] DIIHFWLQJ W
5HPDLQ FXUUHQW LQ LGHDV UHVHDUFK WHFKQRORJ\
RI UHVSRQVLELOLW\
$VVLVW WKH 'HDQ DQG FRRUGLQDWH ZLWK IDFXOW\ DQ
GHYHORSPHQW DQG UHJXODU UHYLHZ RI FUHGLW DQG
DUWLFXODWLRQ DJUHHPHQWV DQG GRFXPHQWV UHTXL
&KDQFHOORU [illegible]
&RRUGLQDWH WKH HIIRUWV RI GLVFLSOLQH IDFXOW\ LQ
RI VWXGHQW OHDUQLQJ RXWFRPHV DQG WKH XVH RI RX
FRXUVH DQG SURJUDP LPSURYHPHQW
0RQLWRU HQUROOPHQW SDWWHUQV DQG RWKHU FULWLL
RSSRUWXQLWLHV LVVXHV SURJUDP GHYHORSPHQW DQ
UHFRPPHQG DFWLRQV DFFRUGLQJO\
)DFLOLWDWH DQG RYHUVHH WKH UHVROXWLRQ ZKHUH
3ODQ DQG FRQGXFW UHJXODU PHHWLQJV ZLWK DFDGHP
WHDP HIIRUW FRPPXQLFDWH UHOHYDQW &ROOHJH GHD
DSSOLFDEOH UHJXODWLRQV RI RXWVLGH DJHQFLHV DQ
FRPSOLDQFH WR GHSDUWPHQW FKDLUV IDFXOW\ FODV

APPENDIX G

DEPARTMENT CHAIRPERSON POSITION DESCRIPTION

1 LQFOXGLQJ EXW QRW OLPLWHG WR WLPH VKHHW DQG R
2 SXUFKDVH RUGHUV DQG UHTXHVWV IRU PDLQWHQDQFH
3 2YHUVHH WKH GDLO\ RSHUDWLRQV RI FODVVURRPV ODEV VK
4 DQG RWKHU DVVLJQHG DUHDV
5 (QVXUH WKH SURSHU XVH LQYHQWRU\ UHSDLU DQG PI
6 HTXLSPHQW DQG VXSSOLHV
7 0DNH UHFRPPHQGDWLRQV WR WKH 'HDQ ZKHQ FKDQJHV
IDFLOLWLHV DQG DVVLVW LQ WKH SODQQLQJ DQG GHVL

# APPENDIX G
# DEPARTMENT CHAIRPERSON POSITION DESCRIPTION

3URYLGH LQSXW WR WKH 'HDQ RQ H[WHQGHG OHDYH DS
5HDG DQG LPSOHPHQW DV DSSOLFDEOH FROOHFWLYH
DFDGHPLF HPSOR\HHV ZLWKLQ WKH VFKRRO LQ DUHDV RI

## General Responsibilities

3URPRWH D ZRUN FXOWXUH DOLJQHG ZLWK WKH &ROOH
RI FXVWRPHU VHUYLFH LQQRYDWLRQ DQG TXDOLW\ VH
WKH FRPPXQLW\
6HUYH RQ 'LVWULFW FRPPLWWHHV DV DVVLJQHG LQFOX
&&6) 3DUWLFLSDWH\ *RYHUQDQFH FRPPLWWHHV
$W WKH UHTXHVW RI WKH 'HDQ DWWHQG %RDUG RI 7UX
6HUYH DV WKH RSHUDWLQJ DQG UHVRXUFH IRU VWXGHQWV D