

## District Proposal – Article 19

June 6, 2023

### 19.C. Counseling Calendar

The work year for Regular and Contract ~~Academic, Career, Re-entry, Transfer, EOPS, and DSP&S~~ counselors shall be 175 days and shall begin approximately two (2) weeks prior to the beginning of a Fall semester. Such work year shall be as follows:

1. ~~New Student (NSCD), Continuing Student (CSCD), Multicultural Retention Services Department (MRSD), Financial Aid (FA) Extended Opportunity Programs and Services (EOPS) Counseling Services and Programs, and Disabled Students Programs and Services (DSP&S) Counselors.~~

Where feasible, management will formally consult with appropriate Counseling Department representatives at each campus/center before deciding on the number of counselors needed to serve prior to the beginning of Fall and Spring semesters.

*1.1 and 1.2 No change*

1.3 Each counselor shall be allotted compensatory hours for service following 19.C.1.1 and 19.C.1.2 above.

- 1.3.1. These hours shall be taken in accordance with the schedule arranged by the respective counseling department under the supervision of the respective counseling department chair and shall include written approval of the appropriate dean. Where requested, the respective department chair shall consult with a counselor concerning ~~their his/her~~ schedule of compensatory hours. Compensatory hours cannot be taken during the first two weeks of the Fall or Spring semester, or during the last two weeks of the Spring semester.
- 1.3.2. For a Fall semester, each counselor shall request ~~their his/her~~ schedule for compensatory time for the entire semester no later than one week after the beginning of a Fall semester.
- 1.3.3. For a Spring semester, each counselor shall request ~~their his/her~~ schedule for compensatory time for the entire semester no later than one week after the beginning of a Spring semester.
- 1.3.4. The respective department chair shall present the schedule of compensatory time to each counselor within two weeks after the Fall and Spring semester requests are made under Sections 1.3.2 and 1.3.3, above.
- 1.3.5. Compensatory time shall be calculated in hours.
- 1.3.6. Compensatory time earned shall be taken during the academic year in which it was earned, in accordance with Article 19.C.1.3.1. No more than 27 compensatory hours earned in the Fall semester may be rolled over to the Spring semester.

1.4 through 1.6 No change – *except for wording changes in red and blue below*

1.4.1.2. Absences – To be eligible for extra pay assignments, a counselor cannot have more than two absences total during ~~their~~ ~~his/her~~ regularly assigned extra service calendar (i.e., the period preceding the commencement of a Fall or a Spring semester). Such absences must be for illness or emergency purposes only.

1.4.1.3. If a counselor exceeds two (2) absences, ~~they~~ ~~he/she~~ shall be ineligible to receive extra pay assignments. However, if the absence was for good cause and verifiable as determined by the department chair, with a review by the appropriate dean, an exception may be made.

1.4.1.4. A counselor wishing to perform services during ~~their~~ ~~his/her~~ compensatory time must so state in writing at the time ~~they~~ ~~he/she~~ submits his/her schedule of compensatory time. Such statement must include the number of hours the counselor wishes to serve for extra pay in lieu of compensatory time off. The District will amend the counselor preference form to include a method to indicate a wish to perform services for extra pay during time otherwise scheduled as compensatory time off, and if so the amount of such time desired.

#### **19.F. Instructional Time**

- ~~1. For Monday night daily census (credit) classes in spring semesters only, class time shall be increased by ten (10) minutes per session.~~
- ~~2. For any credit classes that meet once a week for three (3) or more hours and have 19 sessions in a semester, class time shall be reduced by ten (10) minutes per session.~~

#### **19.G. Compressed Calendar Pilot Program (CCPP)**

~~The parties have an interest in exploring alternative academic calendars to enhance enrollment growth while assessing the attendant impact on student services and the workload of the faculty. Therefore, the parties agree to meet promptly following ratification of this Agreement to explore the viability of a Compressed Calendar program.~~