

# **SAN DIEGO MIRAMAR COLLEGE**

## **MOVING ACROSS THE PAYSCALE!**

### ***How to Create, Submit and Complete a Professional Development Plan for Salary Advancement to the Next Salary Class.***

#### **1. Overview of Salary Classes & Step**

- a. [AFT Guild, Local 1931](#)
- b. [Faculty Collective Bargaining Agreement](#)
  - Article VIII – Salary
  - Article VIII, A3.0. Initial Salary Step Placement
- c. [Contract Faculty: Salary Schedule A](#)
- d. [Adjunct Faculty: Salary Schedules B & C](#)

#### **2. Before you Begin**

- a. Contact District Human Resources-Compensation: Jenelle Castillejos ([jcastillejos@sdccd.edu](mailto:jcastillejos@sdccd.edu)) or the office's general email address ([sdccdhrrcomp@sdccd.edu](mailto:sdccdhrrcomp@sdccd.edu)) to get a written account of current units credited. The Human Resources-Compensation phone number is 619-388-6576.
- b. Determine how many units are needed to move across one class.
- c. Have a general plan in mind.

#### **3. Review of [Faculty Collective Bargaining Agreement](#)**

- a. Article VIII
  - A4.3 Educational Plans
  - A4.4 Transfer from Lower to Higher Class – Salary Class Advancement
  - A4.5 Coursework Applicable for Salary Class Advancement
  - A4.6 Salary Credit for Work Experience of Internship Outside the Academic Year
  - A4.7 Scholarly and Creative Works
  - A4.8 Vocational Instructors
- b. Article XVIII
  - 18.2 Sabbatical Leave for College Faculty

#### **4. Gather Necessary Forms & Create Plan**

- a. Visit Miramar's [Professional Advancement Committee Website](#)
- b. Complete the appropriate forms.
- c. Review District procedures, Q&A, guidelines for creative/scholarly works and the Professional Advancement Committee's meeting schedule.
- d. Create a plan that moves you one class at a time.

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## 5. Get Necessary Signatures & Submit

- a. Make TWO copies of your plan.
- b. Get signature of Department Chair & Dean.
- c. Submit to Professional Advancement Committee via ***committee chair at least one week before the scheduled meeting date.***
- d. Committee will review at the next regularly scheduled meeting.
- e. ***2022-23 PAC meetings: Sept. 12, Oct. 10, Nov. 14, Dec. 12, Feb. 13, Mar. 13, Apr. 10, and May 8 at 1:00 p.m. via Zoom.***

## 6. Reports of Completion

- a. Fill out Report of Completion Paperwork, get Chair & Dean signatures. Forms are available online at the Miramar College website under: Faculty/Staff → Resources for Employees → Governance → College Committees --> Professional Advancement Committee --> Important Documents.
- b. For academic coursework, request an OFFICIAL transcript in electronic format and have it sent directly to the PAC chair at: [dmaduliw@sdccd.edu](mailto:dmaduliw@sdccd.edu).
- c. Additional Report of Completion for creative/scholarly work.
- d. Submit report of completion, official sealed transcripts and/or additional report of completion for creative /scholarly work to Professional Advancement Committee via ***committee chairperson at least one week before the scheduled meeting.***
- e. Committee will review at the next regularly scheduled meeting.
- f. 2022-23 PAC meetings: Sept. 12, Oct. 10, Nov. 14, Dec. 12, Feb. 13, Mar. 13, Apr. 10, and May 8 at 1:00 p.m. via Zoom.
- g. ***Pay raises go into effect on October 1, November 1, March 1, and May 1.***

## 7. Professional Advancement Committee Members 2022-2023

Name	Office	Telephone	Email
		(619) 388-	
Denise Maduli-Williams, Chair	H-110U	x7512	<a href="mailto:dmaduliw@sdccd.edu">dmaduliw@sdccd.edu</a>
Cheryl Barnard	K1-201	x7313	<a href="mailto:cbarnard@sdccd.edu">cbarnard@sdccd.edu</a>
Carmen Carrasquillo	H-110J	x7532	<a href="mailto:cjay@sdccd.edu">cjay@sdccd.edu</a>
Marc Hollman	K1-203K	c7561	<a href="mailto:mhollman@sdccd.edu">mhollman@sdccd.edu</a>
Denise Maduli-Williams	H-110U	x7512	<a href="mailto:dmaduliw@sdccd.edu">dmaduliw@sdccd.edu</a>
Ryan Monroy	S-204E	x7499	<a href="mailto:rmonroy@sdccd.edu">rmonroy@sdccd.edu</a>
Roger Olson	L-214C	x7622	<a href="mailto:rolson@sdccd.edu">rolson@sdccd.edu</a>
John Salinsky	R1-108D	x7936	<a href="mailto:jsalinsk@sdccd.edu">jsalinsk@sdccd.edu</a>

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Links to additional resources on District Policies, Procedures and Human Resources may be found at the Miramar College [Academic Senate website](#).

## Salary Schedule Effective January 1, 2022

### AFT Guild - Tenured/Tenure-Track Faculty

	Arts & Science Placement	Masters per MQ*	45 Units w/MA	60 Units w/MA	75 Units w/MA	90 Units w/MA	105 Units w/MA or PhD
	Vocational Placement	BA+2 or AA+6 Professional Years Exp*	15 Add'l Units w/Class 1 Requirements	30 Add'l Units w/Class 1 Requirements	45 Add'l Units w/Class 1 Requirements	60 Add'l Units w/Class 1 Requirements	75 Add'l Units, w/BA Awarded
STEP	Class 0 Non-Credit	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6
A	\$5,740.38	\$6,032.90	\$6,334.55	\$6,651.27	\$6,983.84	\$7,333.03	\$7,699.68
B	\$5,898.23	\$6,198.80	\$6,508.74	\$6,834.18	\$7,175.89	\$7,534.69	\$7,911.42
C	\$6,060.44	\$6,369.27	\$6,687.74	\$7,022.12	\$7,373.23	\$7,741.89	\$8,128.98
D	\$6,227.11	\$6,544.43	\$6,871.65	\$7,215.23	\$7,575.99	\$7,954.79	\$8,352.53
E	\$6,398.35	\$6,724.40	\$7,060.62	\$7,413.65	\$7,784.33	\$8,173.55	\$8,582.23
F	\$6,574.31	\$6,909.32	\$7,254.79	\$7,617.52	\$7,998.40	\$8,398.32	\$8,818.24
G	\$6,755.11	\$7,099.33	\$7,454.29	\$7,827.01	\$8,218.36	\$8,629.27	\$9,060.74
H	\$6,940.87	\$7,294.56	\$7,659.29	\$8,042.25	\$8,444.36	\$8,866.58	\$9,309.91
I	\$7,131.74	\$7,495.16	\$7,869.92	\$8,263.41	\$8,676.58	\$9,110.41	\$9,565.93
J	\$7,327.87	\$7,701.27	\$8,086.34	\$8,490.66	\$8,915.19	\$9,360.95	\$9,828.99
K	\$7,529.38	\$7,913.06	\$8,308.71	\$8,724.15	\$9,160.36	\$9,618.37	\$10,099.29
L	\$7,736.43	\$8,130.67	\$8,537.20	\$8,964.06	\$9,412.27	\$9,882.88	\$10,377.02
M	\$7,949.19	\$8,354.26	\$8,771.98	\$9,210.57	\$9,671.10	\$10,154.66	\$10,662.39
N	\$8,167.79	\$8,584.00	\$9,013.20	\$9,463.86	\$9,937.06	\$10,433.91	\$10,955.61
O				\$9,724.12	\$10,210.33	\$10,720.84	\$11,256.89
P						\$11,015.67	\$11,566.45
Q						\$11,318.60	\$11,884.53
R						\$11,629.86	\$12,211.35
S						\$11,949.68	\$12,547.16

# SAN DIEGO MIRAMAR COLLEGE

## AFT Guild

### *Classroom* Faculty Assignments

Salary Schedule Effective January 1, 2022

Hours	Step	Class 0	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6
		Arts & Science Placement	Masters per MQ	45 Units w/MA	60 Units w/MA	75 Units w/MA	90 Units w/MA	105 Units w/MA or PhD
		Vocational Placement	BA+2 or AA+6 Professional Years Exp*	15 Add'l Units w/Class 1 Requirements	30 Add'l Units w/Class 1 Requirements	45 Add'l Units w/Class 1 Requirements	60 Add'l Units w/Class 1 Requirements	75 Add'l Units, w/BA Awarded
< 450	A	\$ 45.76	\$ 68.43	\$ 71.85	\$ 75.44	\$ 79.22	\$ 83.18	\$ 87.34
450	B	\$ 47.34	\$ 70.31	\$ 73.83	\$ 77.52	\$ 81.39	\$ 85.46	\$ 89.74
900	C	\$ 48.97	\$ 72.25	\$ 75.86	\$ 79.65	\$ 83.63	\$ 87.81	\$ 92.21
1350	D	\$ 51.68	\$ 74.23	\$ 77.94	\$ 81.84	\$ 85.93	\$ 90.23	\$ 94.74
1800	E	\$ 53.55	\$ 76.27	\$ 80.09	\$ 84.09	\$ 88.30	\$ 92.71	\$ 96.40
2250	F	\$ 55.38	\$ 78.37	\$ 82.29	\$ 86.40	\$ 90.72	\$ 95.26	
2700	G	\$ 57.32						
3150	H	\$ 60.65						
3600	I	\$ 62.84						
4050	J	\$ 65.06						
12000	K	\$ 66.84						

## AFT Guild

### *Non-Classroom* Faculty Assignments

Salary Schedule Effective January 1, 2022

Hours	Step	Class 0	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6
		Arts & Science Placement	Masters per MQ	45 Units w/MA	60 Units w/MA	75 Units w/MA	90 Units w/MA	105 Units w/MA or PhD
		Vocational Placement	BA+2 or AA+6 Professional Years Exp*	15 Add'l Units w/Class 1 Requirements	30 Add'l Units w/Class 1 Requirements	45 Add'l Units w/Class 1 Requirements	60 Add'l Units w/Class 1 Requirements	75 Add'l Units, w/BA Awarded
< 450	A	\$ 35.38	\$ 51.33	\$ 53.90	\$ 56.59	\$ 59.42	\$ 62.39	\$ 65.51
450	B	\$ 36.63	\$ 52.74	\$ 55.38	\$ 58.15	\$ 61.05	\$ 64.11	\$ 67.31
900	C	\$ 37.90	\$ 54.19	\$ 56.90	\$ 59.75	\$ 62.73	\$ 65.87	\$ 69.16
1350	D	\$ 39.94	\$ 55.68	\$ 58.47	\$ 61.39	\$ 64.46	\$ 67.68	\$ 71.07
1800	E	\$ 41.37	\$ 57.21	\$ 60.07	\$ 63.08	\$ 66.23	\$ 69.54	\$ 72.31
2250	F	\$ 42.83	\$ 58.79	\$ 61.73	\$ 64.81	\$ 68.05	\$ 71.46	
2700	G	\$ 44.27						
3150	H	\$ 46.83						
3600	I	\$ 48.53						
4050	J	\$ 50.34						
12000	K	\$ 51.72						