**AFT Guild, Local 1931**

***Summary of Changes to***

***SDCCD Classified Professionals Union Contract***

*August, 2025*

**Article I: Recognition**

* Clarifies definition of Classified bargaining unit, including which positions belong in it.

**Article II: AFT Membership Dues Deductions**

* Codifies current practice that AFT dues will only be taken from base pay in unit member’s final paycheck.

**Article III: Employee Organization & Unit Member Rights**

* Adds notification to unit member and AFT when public records act request is received by District.
* Retiring unit members may continue to utilize their SDCCD email address upon request at the time of retirement, with annual renewal option.
* Increases amount of allowable time for AFT Guild group meetings from one to two hours each semester.
* Clarifies that members who are off-duty do not need to be responsive to work related communications, except in cases of emergency.

**Article IV: Employee Rights**

* Adds new language to ensure computers and other equipment remain up to date.

**Article V: Workweek and Hours of Work**

* Increases notification time for any schedule or shift changes from 15 to 20 working days.
* Allows for remote work requests and appeals, similar to vacation leave requests.
* Provides double-time pay for work in excess of 12 hours per day.
* A confidential, private meeting space, if available, shall be provided when unit members need to have confidential conversations with students.

**Article VI: Pay & Allowances**

* Increases the guaranteed promotional increase to 10% for maintenance and operations positions, to match that for office/technical promotions.
* Deletes the requirement that maintenance and operations need to work more than eight hours to qualify for the shift differential.
* Limits out of class assignments to six months.
* Provides for an additive of 5% for those training new unit members in a higher classification.
* Provides for an additive of 10% for those absorbing extra work due to vacant positions.
* Unit members may not be forced to accept an out of class assignment.
* All new hires will start at first non-shaded step, or Step C, whichever is higher, of their job classification.
* Clarifies winter break closure dates.
* Includes language reflecting current practice regarding keeping unit members in paid status during campus closures which are outside of the control of the District.
* Retirees may purchase an SDCCD parking permit for $15/semester.

**Article VII: Employee Benefits**

* Ensures that the District will cover the full cost and provide the appropriate paid release time and travel time of required examinations, screenings, or any other medical tests necessary as a condition of employment.
* Increase in the amount of computer loans available per individual from $2,000 to $3,000.

**Article VIII: FMLA/CFRA/PDL**

* Updates language to comply with legal requirements for PDL, FMLA, CFRA, and PL leaves.

**Article X – Vacation**

* Clarifies that unit members do not need to state the reason for their vacation request.
* Increases the vacation leave accrual for unit members in years five through ten from 17 to 19 days per year.
* Unit members to receive a payout of any vacation time accrued in excess of two years of accrual not used within three months of hitting this limit.

**Article XI: Sick Leave**

* Clarifies definition of “family member.”
* Clarifies and codifies existing practice with respect to utilization of advance accrues sick leave.
* Codifies existing practice that catastrophic leave can be used to care for family members.
* Codifies existing practice that catastrophic leave can be used for pregnancy disability leave.

**Article XII: Long-Term Leaves of Absence**

* Expands the types of leaves available for professional study leave proposals to include research, and scholarly & creative works leaves.

**Article XIII: Short-Term Leaves of Absence**

* Updates definitions of family members.
* Adds death of service animal to list of reasons for bereavement leave.
* Adds new section on reproductive loss leave.

**Article XV: Professional Growth**

* Adds professional development activities as an additional approved activity to advance on the salary schedule.

**Article XVI: Evaluation**

* Updates probationary period to six months for all job classifications except police dispatcher (determined by statute).

**Article XVII – Transfer, Reassignment, Promotion**

* Clarifies the definitions of “demotion” and “promotion.”
* Clarifies that unit members have the right to apply for any open position, without supervisor approval.
* Gives unit members the right to return to their previous position within six months of a voluntary transfer, provided it hasn’t been filled.
* Increases the notice requirement for permanent transfers from 15 to 20 days.
* Requires the District to give notice to the Guild upon the creation or deletion of positions.
* Unit members to be notified of transfer opportunities prior to any general advertising or recruitment.
* Transfer application process clarified.

**Article XVIII – Classification and Reclassification**

* Clarifies that unit members do not need their supervisor’s approval to seek a re-classification of their job duties.
* Updates the composition of the reclassification panel to reflect current practice.
* If a position is upgraded for any reason, ensures incumbent will remain in the position without having to reapply for it.

**Article XIX - Seniority, Layoff, and Re-employment**

* Updates layoff notifications to comply with current statute and updates other layoff notification timelines.

**Article XX - Discipline and Due Process**

* Updates probationary period to six months for all job classifications except police dispatcher (by statute).
* 90 day disciplinary notice timeline starts to run at completion of statutory investigations.
* Updated appeal of job abandonment decisions.
* Codifies that hearing officer in pre-disciplinary meeting needs to be outside of the unit member’s chain of command.

**Article XXI - Grievance**

* Extends the timeline for filing a formal grievance from 20 to 30 work days.
* Updates arbitration language for cases when the unit member is not represented by the Guild.
* Provides binding arbitration for all matters.

**Article XXII: Safety**

* Clarifies that unit members who are required to attend disciplinary hearings of others shall have the right to representation.

**Article XXVIII – Duration and Conditions**

* Updated contract duration dates to October 1, 2025 through June 30, 2028.

**Miscellaneous Items In-Progress:**

1. The Parties agree to form a workgroup to continue to review the fiscal impacts of reducing the assigned workweek from 40 hours per week for all unit members. This review shall also include an analysis of providing time during the assigned workweek for professional development. The goal would be to finalize the workgroup’s findings and reach an agreement between the Parties no later than January 1, 2026.
2. The Parties agree to continue planning a temporary pilot program of an assigned 36-hour workweek for all unit members. The Parties agree to identify an appropriate timeframe in which all unit members are assigned a 36-hour workweek while continuing to accrue leave, be assigned overtime, earn overtime pay, and receive all other terms, conditions, and benefits based on a 40 hour workweek.
3. The Parties shall continue to work on updating and consolidating job families, the inclusion of market additives into the salary schedule, and merging or deleting job classifications and salary ranges as needed to conform with current practices.
4. The Parties shall continue to work on incorporating any new positions added to the Classified unit, via the recent PERB settlement or otherwise, following the same terms and conditions as the status quo unless a change is subsequently negotiated by the Parties.
5. The Parties shall continue to work on updating current performance evaluation provisions, procedures, and forms as provided in the Appendices based on what is finalized for the Faculty bargaining unit.
6. The Parties agree to collaborate in creating professional development activities which are reasonably related to enhancing diversity, equity, inclusion, accessibility, anti-racism, cultural competence, and related topics (DEIA-related) designed to improve the success outcomes of the diverse student communities the District serves.