

17.13 Stipends

It is the established principle in this contract that a stipend shall be the appropriate method of compensation for all duties undertaken by a unit member for the benefit of the college that are of necessity, but occur infrequently, are generally non-recurring or only periodic, or can be completed by the unit member off-campus, or at his/her own schedule or pace. A signed written agreement noting the nature of the work to be completed, timeline, and payment amount(s) shall be completed prior to initiating duties for a stipend. If the District has concerns that the unit member is not meeting the stipend agreement, the District must notify and meet with the unit member at least thirty (30) days prior to the expiration date of the agreement to express said concerns. If such meeting does not occur, the unit member shall still be compensated.

Unit members may be offered a stipend for new projects or duties that are initiated by the college during the lifetime of this agreement. The Association must be consulted before any unit member is granted a stipend that is not enumerated in this section of the agreement.

All stipend positions must be advertised to all unit members via the campus email system for a minimum of five (5) business days prior to the position being assigned and all unit members must have an opportunity to apply.

17.14 Doctoral Stipend

Unit members who have an earned doctorate shall receive a stipend of \$5,000 per year.

17.15 Extra Duty Contracts

Unit members may be offered extra duty contracts to serve as coordinators for certain projects and programs in Student Services or as part of an outside funded grant or special project.

The Association must be consulted before any extra duty contracts not specifically enumerated in this agreement are offered to unit members.

17.15.1 Student Services Project Directors, Coordinators and Counseling Chairs

The unit members holding each of the following positions in Student Services shall be granted an extra duty contract for the fiscal year in an amount defined by the following formula:

$$192 \times (\text{overload rate}) = \text{extra duty compensation}$$

This extra duty assignment requires that the unit member must work one additional hour per day on every day assigned during the fiscal year with the exception of the two faculty service days, Orientation and Graduation.

The positions so defined by this section are:

CalWORKs Assessment Coordinator
 CalWORKs Counseling Coordinator
 DSP&S Coordinator
 EOPS Coordinator
 Counseling Chair
 Student Success and Support Coordinator
 Transfer, Articulation, and University Partnerships Coordinator
 Project Director, Student Support Services
 Project Director, Talent Search
 Project Director, Upward Bound

The current incumbents in these positions will continue to receive this extra duty assignment until the position becomes vacant. Future incumbents in these positions are not entitled to receive these extra duty assignments.

17.15.2 Grant or Special Project

If a grant or special project will modify the wages (through lecture reassigned time, stipend, or any other form of compensation) or working conditions of any unit member, then the Association shall be notified immediately upon the awarding or modification of the grant. The District is strongly encouraged to consult with the Association during any grant application process that will modify the wages or working conditions of unit members to ensure that the terms of the grant are consistent with the terms of this Agreement.

In all the following positions where an incumbent unit member holds the position, the incumbent shall continue to hold such position at will. If a position becomes vacant, the position must be advertised to all unit members via the campus email system for a minimum of five (5) business days prior to the position being assigned and all unit members must have an opportunity to apply.

Position	Reassigned Time
ATLAS – Title V Project Director	7.5 units
ATLAS – Title V Project Instructional Coordinator	7.5 units

17.16 Selection of Faculty for Additional Duties

17.16.1 Department Chairs

Department Chairs are to be elected every two years, or to fill an incomplete term, by a simple majority in a secret ballot vote of the entire full-time, tenure-track faculty in the division during the spring semester.

In order to be eligible to run for the position of department chair, the candidate must be a full-time, tenure-track faculty member with at least two full years of