

2016-2019 Successor Agreement

Between

PERALTA COMMUNITY COLLEGE DISTRICT

And

PERALTA FEDERATION OF TEACHERS

1 G. Whenever the layoff of contract and regular instructors requires that part-time
2 temporary instructors be terminated or not rehired, as provided by the Education
3 Code, the District as a courtesy, will send to the PFT a list of the name(s) and
4 discipline(s) of part-time temporary faculty who are affected.
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6 H. Part-time Faculty Rehire Preference Pool

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8 The District and the PFT are committed to the principles and law of Equal
9 Employment Opportunity. In addition, it is recognized that the communities and students
10 served by the District are diverse in their cultures, ethnicities, language groups and
11 abilities, and the District and the PFT are therefore committed to fully representing that
12 diversity in its workforce. The District and the PFT value diversity and strive to assure
13 that a plurality of represented groups participates in the development and delivery of
14 its instructional and student services programs.
15

16 The District and the PFT recognize that the success of its instructional and student
17 services programs is in large part dependent upon a valued and competent part-
18 time faculty that is committed to consistently delivering a high quality of instruction
19 and student services.
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21 1. **Preferred Hiring Pool:** Part-time faculty in the Preferred Hiring Pool will be given
22 preference in assignment over part-time faculty in the Non-Preferred Hiring Pool.
23 Within the Preferred Hiring Pool, seniority will be considered as specified in #3
24 below. This policy is in no way meant to modify or change existing PCCD
25 policies and practices in assignment of extra service classes to contract faculty (see
26 Article 18). The Preferred Hiring Pool shall consist of part-time faculty who
27 meet all the following criteria:

- 28 a. Employed as a part-time faculty member OR Long-Term Substitute
29 (LTS) in the College(s)/Discipline(s) for at least eight of the last twelve
30 semesters, or currently employed part-time faculty who have successfully
31 completed the Peralta Faculty Diversity Internship program.
- 32 b. Performance Evaluation.
 - 33 1) The Performance Evaluation shall follow all guidelines outlined in Part
34 Two of the Faculty Evaluation Handbook with the rating provided on the
35 summary form. A "surpasses requirements" performance evaluation⁴ or
36 better shall be required for initial entry into the Preferred Hiring Pool for a
37 given discipline.
 - 38 2) Faculty who teach in multiple disciplines must be evaluated in each
39 discipline for entry into the Preferred Hiring Pool for that discipline. In

⁴ The Evaluation rating system for part-time Peralta evaluations shall be:

- 1) Is exemplary
- 2) Surpasses requirements
- 3) Meets all requirements
- 4) Does not consistently meet requirements
- 5) Does not meet requirements

1 cases where a single department chair oversees multiple disciplines, the
2 faculty member and department chair can agree to use a single evaluation
3 for multiple disciplines using the approved form (Placement in Preferred
4 Hiring Pool for Multiple Disciplines). If the evaluation rating is
5 “surpasses requirements” or better and the form is signed, the faculty
6 member will be placed into the Preferred Hiring Pool for all approved
7 disciplines.

- 8 3) Once in the Preferred Hiring Pool, a "surpasses" performance evaluation
9 or better shall be required for an instructor to remain in the Preferred Hiring
10 Pool.
- 11 4) Once in the Preferred Hiring Pool, a faculty member who receives a "Meets
12 Standards" rating can request a second evaluation for the following
13 semester. The faculty member will stay in the Preferred Hiring Pool until
14 the second evaluation is completed.
 - 15 (a) An improvement plan will be developed by the responsible Dean, in
16 collaboration with the department chair before the end of the semester
17 in which the first evaluation occurs. The terms of that improvement
18 plan will need to be met the following semester as part of the second
19 evaluation.
 - 20 (b) "Improvement Plan" guidelines and timeline should use tenure track
21 language modified to fit part-time evaluation process and schedule.

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23 **2. Non-Preferred Hiring Pool:** Consists of part-time faculty members currently
24 employed by the District but not in the Preferred Hiring Pool or applicants for part-
25 time teaching positions who meet state minimum qualifications.

- 26
27 a. If part-time faculty positions are open but there are no available qualified
28 individuals in the discipline from the Preferred Hiring Pool, the Division Dean
29 or designee shall consider faculty members currently employed in the
30 department discipline or at another college in the District who are not in the
31 Preferred Hiring Pool. The Dean or designee may also contact the Office of
32 Human Resources regarding selected outside discipline candidates who are
33 currently in the central District database, screen candidate materials for
34 desirable skills and attributes, and interview candidates prior to making a
35 recommendation for employment.
- 36 b. Faculty assignments shall comply with Article 18-A-12.

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38 **3. Seniority:** Within the Preferred Hiring Pool, part-time faculty assignments shall
39 be made by seniority up to base load as follows:

- 40 a. When assignments are made, the part-time faculty members' availability and
41 preference will be considered. Such availability and preference is to be
42 provided to the VPI (or designee) by December 15 for the following fall
43 semester and by May 15 for the following spring semester using the agreed
44 upon preference form.