



# **ADMINISTRATIVE**

# **PROCEDURE**

## **7130**

## **DESERT COMMUNITY COLLEGE DISTRICT**

### **COMPENSATION**

Generally, procedures related to the establishment of compensation by the Board of Trustees are to be found in the collective bargaining agreement or Leadership Handbook, as appropriate. In addition, the following procedures shall prevail:

Academic Administrators, Classified Managers, Classified Supervisors, and Confidentials will have their salaries defined by the leadership Salary Schedule.

Categorical and Grant Funded Supervisory Staff will have their salary schedules defined by the Categorical and Grant Funded Supervisory Staff Salary Schedule.

All full-time faculty will have their salary schedules defined by their collective bargaining agreement.

All adjunct faculty members will have their salary schedule defined by their collective bargaining agreement.

All classified bargaining unit staff will have their salary defined by their classified bargaining unit agreement.

All student workers and tutors will have their salary schedule defined by recommendations reviewed and presented by the President's Cabinet and approved by the Board of Trustees.

Substitute employees for classified positions will have their salary defined as two salary ranges below the position they are occupying.

Retired classified employees who return as substitutes will be paid at the same range that they were earning when they retired their employment from the District if they are working the same position.

Temporary employees will be paid according to the terms of the agreement they have signed.

## Prohibit of Incentive Compensation:

Senior managers and executive level employees who are only involved in the development of policy and do not engage in individual student contact or the other covered activities will not generally be subject to the incentive compensation ban.

The Superintendent/President shall identify any covered employees of the District and determine whether the District's compensation arrangements comport with the prohibition on incentive compensation, and to the extent that they do not, make necessary modifications to comply. Similarly, the Superintendent/President shall identify any covered service providers, evaluate whether the contract pricing structure is consistent with the prohibition on incentive compensation, and if not, determine what modifications the District can make to any applicable contract.

**Reference:** Education Code Sections 87801; 88160; Government Code Section 53200  
U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended.

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Administrator: E.D. Human Resources