

Appendix G:

Department Chair Compensation

1.0 Department Status

1.1 Department status shall be defined on three (3) levels according to a weighted point system as follows:

1.1.1 Level I: under 15 points

1.1.2 Level II: 15 - 19.9 points

1.1.3 Level III: 20 points or more

1.2 LRCFT and LRCCD will meet to adjust points for criteria or point totals so that there will be minimal negative redistribution in the number of Level I, II and III Department Chairs. Points shall be assigned for instructional departments based on the following criteria:

1.2.1 Number of Certificated Staff

0.5 per FTE regular/contract certificated staff

0.2 per each adjunct faculty

1.2.2 Discretionary Operating Budget

Discretionary operating dollars that Department Chair assists to administer (do not include special programs or grants):

1.0 \$0 - 2,000

1.5 \$2,000 - 10,000

2.0 \$10,001 - 25,000

2.5 \$25,001 +

1.2.3 Equipment Inventory

Value of the equipment inventory that the department and the Department Chair work to keep usable, current, and in good repair (that is managed and maintained by the Department Chair):

1.0 \$1 - 50,000

1.5 \$50,001 - 150,000

2.0 \$150,001 - 300,000

2.5 \$300,001 +

1.2.4 Number of Class Sections in the Department

- 1.0 1 - 40 sections
- 1.5 41 - 80 sections
- 2.0 81 - 120 sections
- 2.5 121 - 160 sections
- 3.0 161 + sections

1.2.5 Subject Areas

- 1.0 Per subject area where the Department Chair assists in the coordination of the instructional offerings [maximum of three (3)].

1.2.6 Geographic Relationships

Separate sites of class offerings, exceeding three (3) classes in a semester at a single site, at which the Department Chair has contact by site visitation and/or responsibility for staffing and evaluation.

- 1.0 1 to 3 geographic locations
- 1.5 4 to 5 separate geographic locations

1.2.7 Complexity

The complexity of tasks differs among departments, and it is the intention of this article to provide a way to recognize and give a value to this varying complexity. Thus, the assignment of point values below is based on the variable presence of the following representative tasks in the normal operating culture of the department.

0.5 to 11.0 points total, with no more than three (3) points possible in each Task Area

Task Areas:

1. Articulation councils/committees, accreditation or licensure coordination, and advisory committee coordination:

0.5 Each (maximum 3.0 points)

2. Adjunct faculty performance review team oversight:

- 1.0 1 to 5 Performance Review Teams
- 2.0 6 to 10 Performance Review Teams
- 3.0 11 or more Performance Review Teams

3. Initiate and coordinate the completion of program review(s) in a timely manner:

- 1.0 Per scheduled program review

- 4. Grant oversight and new program development:
 - 1.0 Per grant or new program under development
(maximum 2.0 points)
- 5. Career and Technology activities as they relate to outside agencies (i.e., licensing), industry partners, graduate job placement, lab material ordering, facility maintenance, solicitation of industry donations, VTEA updates, recruiting, program accreditation / certification, record keeping and reporting, etc.
 - 2.0 (maximum 2.0 points)

1.3 Points shall be assigned for counseling and student services departments based on the following criteria:

1.3.1 Number of Certificated Staff

- 0.5 per FTE regular/contract certificated staff
- 0.2 per each adjunct faculty

1.3.2 Discretionary Operating Budget

Discretionary operating dollars that Department Chair assists to administer (do not include special programs or grants):

- 1.0 \$0 - 2,000
- 1.5 \$2001 - 10,000
- 2.0 \$10,001 - 25,000
- 2.5 \$25,000 +

1.3.3 Equipment Inventory

Value of the equipment inventory which the department and the Department Chair work to keep usable, current, and in good repair (that is managed and maintained by the Department Chair):

- 1.0 \$1 - 50,000
- 1.5 \$50,001 - 150,000
- 2.0 \$150,001 - 300,000
- 2.5 \$300,001 +

1.3.4 Full-time Equivalent Students (FTES) Based on the Annual Attendance Report

- 0.5 2,500 - 6,000 FTES
- 1.0 6,001 - 10,000 FTES
- 1.5 10,001 - 15,000 FTES
- 2.0 15,001 - 20,000 FTES
- 3.0 20,001 + FTES

1.3.5 Subject Areas

- 1.0 Per subject area in departments where the Department Chair assists in the coordination of the instructional offerings.

1.3.6 Geographic Relationships

Separate sites for student appointments where the Department Chair has contact by site visitation, and/or responsibility for staffing, coordination and evaluation.

- 1.0 1 to 3 geographic locations
- 1.5 4 to 5 separate geographic locations

1.3.7 Complexity

The complexity of tasks differs among departments, and it is the intention of this article to provide a way to recognize and give a value to this varying complexity. Thus, the assignment of point values below is based on the variable presence of the following representative tasks in the normal operating culture of the department

0.5 to 9.0 points total, with no more than three (3) points possible in each task area.

Task Areas

- 1. Articulation councils/committees and advisory committee coordination:

- 0.5 Each (maximum 3.0 points)

- 2. Adjunct faculty performance review team oversight:

- 1.0 1 to 5 Performance Review Teams
- 2.0 6 to 10 Performance Review Teams
- 3.0 11 or more Performance Review Teams.

- 3. Initiate and coordinate the completion of program review(s) in a timely manner:

- 1.0 Per scheduled program review

- 4. Grant oversight and new program development:

- 1.0 Per grant or program new under development (maximum 2.0 points)