



Texas Community College Teachers Association

**SURVEY OF FACULTY SALARIES AND BENEFITS — 2011-12
Texas Public Community Colleges**

IMPORTANT! COMPLETED FORM IS DUE BY NOVEMBER 4, 2011.

PLEASE READ CAREFULLY:

This year, we are providing colleges with a way to include information about benefits beyond the data gathered in previous surveys. The information requested below will be reported in the online version of the survey.

1. Please indicate supplemental benefits available to full-time faculty members at your institution in the following areas.

Release time (Please explain:)

Sabbatical - available after _____ years of employment for a maximum of _____ semesters

Other (Please explain:)

2. Please indicate Employee Assistance Programs (EAP) available to full-time instructors on your full-time faculty. Indicate items which apply to your institution.

- Financial education and services
- Outreach, assessment, and referral services for alcohol or chemical dependency
- Work/Life coaching - "fitness for duty consultations"
- Training and development workshops
- Conflict resolution/management
- Legal advice and analysis
- Wellness services (fitness coaches, nutritionist, smoking cessation, stress management, etc.)
- Other EAP benefits:

3. Other significant employee benefits:

Paid insurance benefits for spouses and/or dependents

On-site childcare

Other (Please explain: \$30 per month toward optional benefits is paid by Victoria College)

COLLEGE: Victoria College

INFORMATION PROVIDED BY: Terri Kurtz E-Mail Address: terri.kurtz@victoriacollege.edu

TELEPHONE: Area Code 361, 572-6463 FAX: Area Code 361, 582-2464

PLEASE RETURN COMPLETED FORM TO:
Texas Community College Teachers Association
5113 Southwest Parkway, Suite 185 — Austin, Texas 78735
Telephone Toll Free: 1-800-288-6850, Extension 12 (in Austin, 328-2044) — Fax: Area Code 512-328-1086
E-Mail: chawkins@tccta.org

Compensation for Faculty

Compensation Notification

The President of the College shall notify every faculty member of his or her salary for the following year. These conditions when accepted by a faculty member create a binding contract between the faculty member and Victoria College. Any change in professional credentials that merits an increase, including degrees completed, additional credit hours earned or continuing education credits, will be made at the beginning of the next fiscal year (September 1), regardless of when the credits are earned. Any deviation from this policy must be approved in writing by the College President.

Faculty Hiring Structure and Definition of Levels

The salary structure to hire new faculty members and the earned degree and experience levels are defined in the "Career, Technical & Allied Health Faculty Hiring Salary Structures" and in the "Arts & Sciences Faculty Hiring Salary Structure".

Hours in education may count as a related field for levels IV and V. Related disciplines will be determined by the appropriate Vice President in collaboration with the appropriate Dean.

Market Scarcity Criteria

The Human Resources Office shall submit to the College administration specific criteria that can be used to identify those instructional areas to be classified as "market scarce." (This designation may be made if any of the Market Scarcity Indicators exist.) On a periodic basis, the Human Resources Office using these criteria shall prepare for the administration a list of instructional areas classified as market scarce. The Personnel and Policy Committee of the Board of Trustees shall review this list.

Additional compensation not to exceed 10 percent of the base salary schedule may be approved by the President on an annual basis for instructors in those fields which have been identified as meeting the criteria for market scarcity. This compensation is to be reviewed periodically.

Salary Supplements

Salary supplements paid for extra responsibility will be considered separate and apart from the regular schedule and identified as such on employment forms.

Adjunct Instructors / Overload

Adjunct faculty and full-time faculty teaching overloads will be compensated \$567 per instructional unit in the fall and spring semesters and \$600 per instructional unit in the summer. Instructional units are determined by total student contact hours for a class with one instructional unit equal to 16 student contact hours. For example, a 3-credit hour lecture class meets a total of 48 student contact hours therefore, this class is a 3-instructional unit class and the instructor will be compensated at the rate of 3 x \$567 for a total of \$1701. A 4-credit hour lecture/lab class meets a total of 96 student contact hours therefore, this class is a 6-instructional unit class and the instructor will be compensated at the rate of 6 x \$567 for a total of \$3402. Compensation for sixteen-week courses is paid four times a semester. Summer school compensation is paid the last working day of the term. Instructors teaching eight-week classes will receive one-half of their salary at the end of the first summer session and the other one-half at the end of the eight-week session.

Substitute Instructors

Faculty who require a substitute must complete a Faculty Substitute Form and submit to the Department Secretary who will generate a timesheet that must be signed by the substitute and approved by the appropriate Dean and Vice President of Instruction. Substitute instructors will be paid on the basis of \$25.00 per contact hour.

Summer Term Compensation

Summer school salaries are paid the last working day of the term. Instructors teaching eight-week classes will receive one-half of their salary at the end of the first summer session and the other one-half at the end of the eight-week session.

Faculty Professional Development

1. The College supports faculty participation in professional development with an emphasis on activities that will promote effective teaching.
2. Professional development funds, as available per division, may be used for attending meetings of general and specialized educational organization or professional associations. These funds may be used to support a variety of professional development activities that are deemed appropriate by the Dean and Vice President, Instruction.
3. Faculty who plan to attend professional development activities during any school year should make written requests to the appropriate Dean for funds and leaves from duty as early as possible.

Several factors other than the availability of funds govern the approval of faculty leaves from instructional duties. Extra-curricular activities, college sponsored programs and events and the number of faculty absences anticipated are all important in determining whether leaves can be granted

Sabbatical

Victoria College Board of Trustees has made provision for the granting of up to one year's leave for sabbatical purposes for faculty members. The recipient receives one-half salary for the full year or full salary for half year. Victoria College requires that the recipient return to the college for two years subsequent service. In the event the recipient elects not to return to Victoria College the total amount of the stipend is repayable. This repayment provision may be waived by the President in the event the recipient should become disabled.

1. The recipient of the Sabbatical Leave award is nominated by a committee of tenured faculty that represents all segments of the faculty.
2. The nominee is recommended to the Board of Trustees by the President.
3. To be eligible for consideration by the committee, the faculty member must have acquired tenure. There must be a qualified replacement available. The recipient is required to complete nine resident semester hours during one semester of study. These hours must be in a teaching field approved by the Vice President, Instruction of Victoria College. The committee is instructed to give preference to candidates who have completed at least twelve hours above the Masters Degree in their teaching field at their own expense.

Sabbatical leaves are subject to the laws of the State of Texas and Victoria College policies and procedures.

FACULTY
Hiring Salary Structure
 2010/2011

ARTS & SCIENCES FACULTY

Earned Degree & Experience LEVEL	Earned Monthly Salary	
Level I - < Bachelor's Degree	0 - 4 Years	
	5 - 14 Years	
	15 + Years	
Level II - Bachelor's Degree	0 - 4 Years	\$4,029 to \$4,276
	5 - 14 Years	\$4,340 to \$4,987
	15 + Years	\$5,087 to \$5,241
Level III - Master's Degree	0 - 4 Years	\$4,476 to \$4,752
	5 - 14 Years	\$4,823 to \$5,541
	15 + Years	\$5,652 to \$6,304
Level IV - Master's Degree +	0 - 4 Years	\$4,611 to \$4,989
	5 - 14 Years	\$4,967 to \$5,819
	15 + Years	\$5,821 to \$7,416
Level V - Doctor's Degree	0 - 4 Years	\$4,924 to \$5,227
	5 - 14 Years	\$5,305 to \$6,247
	15 + Years	\$6,340 to \$8,081

Definition of Levels

Level I Less than a Bachelor's Degree

Level II Bachelor's Degree

Level III Master's Degree that includes at least 18 graduate hours in the teaching discipline.

Level IV Master's Degree, plus 18 or more graduate hours in the teaching or related discipline beyond the Master's Degree; or 18 graduate hours in each of two teaching or related disciplines beyond the Master's Degree.

Level V Doctor's Degree with 36 graduate hours in the teaching or related discipline beyond the Master's Degree.

FACULTY Hiring Salary Structure 2010/2011

CAREER, TECHNICAL, ALLIED HEALTH FACULTY

Earned Degree & Experience LEVEL	Earned Monthly Salary		Definition of Levels
Level I - < Bachelor's Degree	0 - 4 Years	\$3,581 to \$3,801	High school diploma or equivalent plus 6 years work experience OR AAS degree plus 4 years of work experience OR Bachelor's degree plus 3 years of work experience.
	5 - 14 Years	\$3,855 to \$4,303	
	15 + Years		
Level II - Bachelor's Degree	0 - 4 Years	\$4,029 to \$4,276	High school diploma or equivalent plus 9 years of work experience and 12 hours of vocational/ technical education OR AAS degree plus 6 years of work experience and 12 hours of vocational/ technical education OR Bachelor's degree plus 4 years of work experience OR Master's Degree.
	5 - 14 Years	\$4,340 to \$4,987	
	15 + Years	\$5,087 to \$5,241	
Level III - Master's Degree	0 - 4 Years	\$4,476 to \$4,752	High school diploma or equivalent + 15 yrs of work experience and 12 hrs of vocational/technical education OR AAS degree + 10 yrs of work experience and 12 hrs of vocational/technical OR Bachelor's + 6 yrs of work experience OR Master's + 2 yrs of work experience or Master's + 1 yr work experience and 12 hrs of vocational/technical education or Master's + 0 yrs of work experience and 24 hrs of vocational/technical education.
	5 - 14 Years	\$4,823 to \$5,541	
	15 + Years	\$5,652 to \$6,304	
Level IV - Master's Degree +	0 - 4 Years	\$4,611 to \$4,989	AAS + 12 yrs of work experience and 12 hrs of voc/tech ed OR Bachelor's + 6 yrs of work experience and 24 hrs of voc/tech ed OR Bachelor's + 8 yrs of work experience OR Master's + 4 yrs of work experience or Master's + 3 yrs of work experience & 12 hrs of voc/tech ed or Master's + 2 yrs of work experience & 24 hrs of voc/tech ed or Master's +1 yr of work experience & 36 hrs of voc/tech ed or Master's + 0 yrs of work experience & 45 hrs of voc/tech ed.
	5 - 14 Years	\$4,967 to \$5,819	
	15 + Years	\$5,821 to \$7,416	
Level V - Doctor's Degree	0 - 4 Years	\$4,924 to \$5,227	Appropriate academic preparation and/or work experience and Ph.D.
	5 - 14 Years	\$5,305 to \$6,247	
	15 + Years	\$6,340 to \$8,081	

Note for Workforce and Health Science Teaching Disciplines:

Work experience must be directly related to the teaching discipline. All college degrees must be in the teaching discipline.

TUITION EXEMPTION (p)

Benefits eligible employees may take Victoria College courses tuition free. Virtual College of Texas (VCT) classes are not eligible for this exemption.

Children and/or stepchildren of benefits eligible employees may take up to 62 credit hours at Victoria College tuition free. Virtual College of Texas (VCT) classes are not eligible for this exemption. The tuition exemption may be used for credit classes taken prior to high school graduation and up to two years after high school graduation.

Optional Group Insurance

The Victoria College will provide each benefits eligible employee with a \$30 monthly allowance toward the purchase of available optional coverages.

SPORTS CENTER USE (p)

The Victoria College Sports Center is available to students, faculty, retired faculty and staff of The Victoria College and to the faculty and staff of the University of Houston/Victoria. The spouse and children of eligible Victoria College and UH-V faculty and support staff employees are also eligible to use this facility.

All users of the Sports Center must obtain an ID card from the Library with a current semester validation sticker to be admitted.

Please check with Sport Center employees for hours available for use since scheduled classes receive first priority.