



November 2, 2016

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: Amended 2016-2017 Salary Schedule

The proposed amendments to the 2016-2017 Salary Schedule, which was originally approved by the District Board of Trustees in its June, 2016 regular meeting, are related to the College's implementation of recent changes to the Fair Labor Standards Act (FLSA) with respect to the classification of exempt and non-exempt employees. These changes, including the implementation of a one-staff salary schedule for all non-instructional employees, will promote flexibility and compliance with applicable laws and regulations applicable to the compensation structures in support of the College's workforce.

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College approve the proposed amendments to the 2016-2017 Salary Schedule, as presented.

A handwritten signature in black ink that reads "Sanford C. Shugart". The signature is written in a cursive style and is positioned above a horizontal line.

President

VALENCIA COLLEGE

Salary Schedules for Fiscal Year 2016 – 2017

VALENCIA COLLEGE FULL-TIME 10-MONTH TENURE EARNING FACULTY SALARY SCHEDULE

STEP	MASTER'S	ASSOCIATE'S	BACHELOR'S	MASTER'S + 30	DOCTORATE
1	\$45,399	\$40,499	\$41,899	\$48,899	\$52,399
2	\$46,556	\$41,656	\$43,056	\$50,056	\$53,556
3	\$47,713	\$42,813	\$44,213	\$51,213	\$54,713
4	\$48,870	\$43,970	\$45,370	\$52,370	\$55,870
5	\$50,027	\$45,127	\$46,527	\$53,527	\$57,027
6	\$51,184	\$46,284	\$47,684	\$54,684	\$58,184
7	\$52,341	\$47,441	\$48,841	\$55,841	\$59,341
8	\$53,498	\$48,598	\$49,998	\$56,998	\$60,498
9	\$54,655	\$49,755	\$51,155	\$58,155	\$61,655
10	\$55,812	\$50,912	\$52,312	\$59,312	\$62,812
11	\$56,969	\$52,069	\$53,469	\$60,469	\$63,969
12	\$58,126	\$53,226	\$54,626	\$61,626	\$65,126
13	\$59,283	\$54,383	\$55,783	\$62,783	\$66,283
14	\$60,440	\$55,540	\$56,940	\$63,940	\$67,440
15	\$61,597	\$56,697	\$58,097	\$65,097	\$68,597
16	\$62,754	\$57,854	\$59,254	\$66,254	\$69,754
17	\$63,911	\$59,011	\$60,411	\$67,411	\$70,911
18	\$65,068	\$60,168	\$61,568	\$68,568	\$72,068
19	\$66,225	\$61,325	\$62,725	\$69,725	\$73,225
20	\$67,382	\$62,482	\$63,882	\$70,882	\$74,382
21	\$68,539	\$63,639	\$65,039	\$72,039	\$75,539
22	\$69,696	\$64,796	\$66,196	\$73,196	\$76,696
23	\$70,853	\$65,953	\$67,353	\$74,353	\$77,853
24	\$72,010	\$67,110	\$68,510	\$75,510	\$79,010
25	\$73,167	\$68,267	\$69,667	\$76,667	\$80,167
26	\$74,324	\$69,424	\$70,824	\$77,824	\$81,324
27	\$75,481	\$70,581	\$71,981	\$78,981	\$82,481
28	\$76,638	\$71,738	\$73,138	\$80,138	\$83,638
29	\$77,795	\$72,895	\$74,295	\$81,295	\$84,795
30	\$78,952	\$74,052	\$75,452	\$82,452	\$85,952

VALENCIA COLLEGE FULL-TIME 12-MONTH TENURE EARNING FACULTY SALARY SCHEDULE

STEP	MASTER'S	ASSOCIATE'S	BACHELOR'S	MASTER'S + 30	DOCTORATE
1	\$54,479	\$48,599	\$50,279	\$58,679	\$62,879
2	\$55,867	\$49,987	\$51,667	\$60,067	\$64,267
3	\$57,256	\$51,376	\$53,056	\$61,456	\$65,656
4	\$58,644	\$52,764	\$54,444	\$62,844	\$67,044
5	\$60,032	\$54,152	\$55,832	\$64,232	\$68,432
6	\$61,421	\$55,541	\$57,221	\$65,621	\$69,821
7	\$62,809	\$56,929	\$58,609	\$67,009	\$71,209
8	\$64,198	\$58,318	\$59,998	\$68,398	\$72,598
9	\$65,586	\$59,706	\$61,386	\$69,786	\$73,986
10	\$66,974	\$61,094	\$62,774	\$71,174	\$75,374
11	\$68,363	\$62,483	\$64,163	\$72,563	\$76,763
12	\$69,751	\$63,871	\$65,551	\$73,951	\$78,151
13	\$71,140	\$65,260	\$66,940	\$75,340	\$79,540
14	\$72,528	\$66,648	\$68,328	\$76,728	\$80,928
15	\$73,916	\$68,036	\$69,716	\$78,116	\$82,316
16	\$75,305	\$69,425	\$71,105	\$79,505	\$83,705
17	\$76,693	\$70,813	\$72,493	\$80,893	\$85,093
18	\$78,082	\$72,202	\$73,882	\$82,282	\$86,482
19	\$79,470	\$73,590	\$75,270	\$83,670	\$87,870
20	\$80,858	\$74,978	\$76,658	\$85,058	\$89,258
21	\$82,247	\$76,367	\$78,047	\$86,447	\$90,647
22	\$83,635	\$77,755	\$79,435	\$87,835	\$92,035
23	\$85,024	\$79,144	\$80,824	\$89,224	\$93,424
24	\$86,412	\$80,532	\$82,212	\$90,612	\$94,812
25	\$87,800	\$81,920	\$83,600	\$92,000	\$96,200
26	\$89,189	\$83,309	\$84,989	\$93,389	\$97,589
27	\$90,577	\$84,697	\$86,377	\$94,777	\$98,977
28	\$91,966	\$86,086	\$87,766	\$96,166	\$100,366
29	\$93,354	\$87,474	\$89,154	\$97,554	\$101,754
30	\$94,742	\$88,862	\$90,542	\$98,942	\$103,142

VALENCIA COLLEGE
ANNUALLY APPOINTED FACULTY SALARY SCHEDULE

4 MONTH FACULTY RATES

SEMESTER	MASTER'S	BACHELOR'S	MASTER'S +30	DOCTORATE
FALL	\$21,674	\$19,031	\$23,199	\$25,033
SPRING	\$21,674	\$19,031	\$23,199	\$25,033

8, 10, & 12 MONTH FACULTY RATES

SEMESTER	MASTER'S	BACHELOR'S	MASTER'S +30	DOCTORATE
FALL	\$22,267	\$19,550	\$23,840	\$25,721
SPRING	\$22,267	\$19,550	\$23,840	\$25,721
SUMMER TERM A	\$8,149	\$7,127	\$8,779	\$9,461
SUMMER TERM B	\$8,149	\$7,127	\$8,779	\$9,461
SUMMER FULL TERM	\$16,298	\$14,254	\$17,558	\$18,922

**VALENCIA COLLEGE
OVERLOAD AND PART-TIME FACULTY SALARY SCHEDULE**

ON-CAMPUS CREDIT COURSES TAUGHT BY FULL-TIME FACULTY, NON-FACULTY FULL-TIME STAFF WHO HAVE FEWER THAN 60 FACULTY DEVELOPMENT HOURS AND PART-TIME FACULTY

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$577	\$1,731	\$2,308	\$2,885	\$3,462
MASTER'S	\$631	\$1,893	\$2,524	\$3,155	\$3,786
DOCTORATE	\$691	\$2,073	\$2,764	\$3,455	\$4,146

ON-CAMPUS CREDIT COURSES TAUGHT BY NON-FACULTY FULL-TIME STAFF AND FULL-TIME ANNUALLY APPOINTED FACULTY WHO HAVE 60 OR MORE FACULTY DEVELOPMENT HOURS AND ASSOCIATE FACULTY

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$617	\$1,851	\$2,468	\$3,085	\$3,702
MASTER'S	\$671	\$2,013	\$2,684	\$3,355	\$4,026
DOCTORATE	\$730	\$2,190	\$2,920	\$3,650	\$4,380

ON-CAMPUS CREDIT COURSES TAUGHT BY SENIOR TEACHING FELLOWS

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$1,009	\$3,027	\$4,036	\$5,045	\$6,054
MASTER'S	\$1,060	\$3,180	\$4,240	\$5,300	\$6,360
DOCTORATE	\$1,122	\$3,366	\$4,488	\$5,610	\$6,732

**VALENCIA COLLEGE
OVERLOAD AND PART-TIME FACULTY SALARY SCHEDULE**

**OFF-CAMPUS DUAL ENROLLMENT CREDIT COURSES TAUGHT BY FULL-TIME FACULTY, NON-FACULTY FULL-TIME
STAFF WHO HAVE FEWER THAN 60 FACULTY DEVELOPMENT HOURS AND PART-TIME FACULTY**

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$866	\$2,598	\$3,464	\$4,330	\$5,196
MASTER'S	\$947	\$2,841	\$3,788	\$4,735	\$5,682
DOCTORATE	\$1,036	\$3,108	\$4,144	\$5,180	\$6,216

**OFF-CAMPUS DUAL ENROLLMENT CREDIT COURSES TAUGHT BY NON-FACULTY FULL-TIME STAFF AND FULL-TIME
ANNUALLY APPOINTED FACULTY WHO HAVE 60 OR MORE FACULTY DEVELOPMENT HOURS AND ASSOCIATE FACULTY**

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$926	\$2,778	\$3,704	\$4,630	\$5,556
MASTER'S	\$1,007	\$3,021	\$4,028	\$5,035	\$6,042
DOCTORATE	\$1,096	\$3,288	\$4,384	\$5,480	\$6,576

OFF-CAMPUS DUAL ENROLLMENT CREDIT COURSES TAUGHT BY SENIOR TEACHING FELLOWS

DEGREE	1 CONTACT HOUR COURSE	3 CONTACT HOUR COURSE	4 CONTACT HOUR COURSE	5 CONTACT HOUR COURSE	6 CONTACT HOUR COURSE
BACHELOR'S	\$1,514	\$4,542	\$6,056	\$7,570	\$9,084
MASTER'S	\$1,589	\$4,767	\$6,356	\$7,945	\$9,534
DOCTORATE	\$1,684	\$5,052	\$6,736	\$8,420	\$10,104

**VALENCIA COLLEGE
SPECIALIZED SERVICES RATE SCHEDULE**

CLOCK HOUR SPECIALIZED SERVICES RATES

HEALTH AND PUBLIC SERVICE	STANDARD	ASSOCIATE FACULTY	SENIOR TEACHING FELLOWS
ASSOCIATE'S DEGREE	\$22.90	\$24.28	\$35.59
BACHELOR'S DEGREE	\$24.99	\$26.72	\$39.36
MASTER'S DEGREE	\$26.81	\$28.50	\$42.75
EARNED DOCTORATE	\$30.27	\$32.02	\$48.91
APPLIED PRIVATE MUSIC	\$37.42		
ENTERTAINMENT PERFORMER	Up to \$60.00		
PHYSICIANS & DENTISTS	Up to \$68.22		
CRIMINAL JUSTICE	Up to \$68.22		
CONTINUING EDUCATION	Up to \$100.00		

Notes:

1. A maximum of six (6) one-hour private lessons may be included within the normal workload. Additional private lessons to students may be taught on an overload basis (over and above the required thirty-five [35] hours per week) with the approval of the Dean.
2. Where other specialized services are necessary and/or where contracts at different rates of pay are necessary, the President or his/her designate, in conjunction with the Vice President, Organizational Development and Human Resources may approve these.
3. Part-time employees are hired by the session or on an hourly basis. A part-time instructional employee teaching credit classes will not be hired in excess of one term at a time unless specifically approved by the President or his/her designate and in conjunction with the Vice President, Organizational Development and Human Resources.
4. The Valencia Continuing Education rate includes development, preparation, coordination and instruction.

**VALENCIA COLLEGE
SPECIALIZED SERVICES RATE SCHEDULE**

FLAT RATE SPECIALIZED SERVICES RATES

FACULTY DEVELOPMENT, ALTERNATIVE DELIVERY, & TEACHING/LEARNING ACADEMY (TLA)	
	RATE
Destination Program Participant	\$500
Course Development (Face-to-Face Course)	\$300
Course Development (1-3 Week Online/Hybrid)	\$300
Course Development (4-5 Week Online/Hybrid)	\$500
Course Development (6+ Week Online/Hybrid)	\$700
Course Facilitation (Face-to-Face, One 1-2.5 Hour Session)	\$150
Course Facilitation (Face-to-Face, One 3-6 hour Session)	\$300
Course Facilitation (Face-to-Face, Multiple 1-2.5 Hour Sessions)	\$150 per course session
Course Facilitation (Face-to-Face, Multiple 3-6 Hour Sessions)	\$300 per course session
Course Facilitation (Online/Hybrid, Conducted Over 1-3 Weeks)	\$300
Course Facilitation (Online/Hybrid, Conducted Over 4-5 Weeks)	\$500
Course Facilitation (Online/Hybrid, Conducted Over 6+ Weeks)	\$700
Quality Matters Team Reviewer	\$150
Quality Matters Team Chair (Initial Review)	\$250
Quality Matters Team Chair (Re-Review)	\$150
LEARNING COMMUNITIES	
LinC Contract	\$267 per contact hour
Campus SL Coordinator (Fall & Spring)	\$3,444 per term
Campus SL Coordinator (Summer)	\$1,722 per term

**VALENCIA COLLEGE
MISCELLANEOUS FACULTY RATE SCHEDULE**

SUBSTITUTE TEACHING - STANDARD (PER CONTACT HOUR)

DEGREE	STANDARD
ASSOCIATE'S	\$14.97
BACHELOR'S	\$19.31
MASTER'S	\$22.08
DOCTORATE	\$25.63

SUBSTITUTE TEACHING – DUAL ENROLLMENT (PER CONTACT HOUR)

DEGREE	DUAL ENROLLMENT
ASSOCIATE'S	\$22.45
BACHELOR'S	\$28.97
MASTER'S	\$33.12
DOCTORATE	\$38.44

INTERNSHIP PROGRAM

The rate of pay for supervising a student intern is \$100.00 per student.

INDEPENDENT STUDY COURSES

The rate of pay for independent study courses is \$25.00 per student credit hour.

STUDENT ORIENTATION/MENTORING

The rate of pay for student orientation/mentoring is \$25.00 per student per term.

Note: Dual enrollment rates apply to classes taught at off campus locations and are 1.5 times the standard substitute teaching rate. The instructor will be paid at the end of the term.

**VALENCIA COLLEGE
STAFF SALARY SCHEDULE
(EFFECTIVE 11-2-16)**

Pay Grade	Minimum of Pay Grade	Maximum of Pay Grade	Eligible for Overtime? (FT only)	Receive Contract?	Full-time, Part-time, or Mixed	Part-time Hourly Rate	Examples of Positions in Pay Grade
1617	\$24,300	\$34,020	Yes	No	Mixed	\$11.64	Custodian, Groundskeeper, Irrigation Specialist, Security Officer, Clerk, Sales Associate, Maintenance Assistant, Delivery Courier, Staff Assistant I
1618	\$26,244	\$38,054	Yes	No	Mixed	\$12.57	Clerk, Custodial/Grounds Working Supervisor, Equipment Mechanic, Master Security Officer, Library Assistant, Delivery Courier Sr, Specialists, Staff Assistant II
1619	\$28,344	\$42,515	Yes	No	Mixed	\$13.57	Campus Store Asst. Manager, Custodial Asst. Supervisor, Equipment Mechanic Sr, Maintenance Technician, Specialists, Service Center Representative, Enrollment Services Advisor
1620	\$31,178	\$48,326	Yes	No	Mixed	\$14.93	Accounts Assistant, Instructional Lab Assistant, Implementation Coordinator, International Student Advisor, Security Field Supervisor, Specialists, Client Service Consultant, Library Services Supervisor, AC Technician,
1621	\$34,296	\$54,873	Yes	No	Mixed	\$16.43	Advisors, Accounting Specialists, Managers, Purchasing Agent, Graphic Designer, Lab Supervisor, Trades/Maintenance Assistant Supervisor, Compliance Inspector, Coordinators, Specialists, Success Coach

**VALENCIA COLLEGE
STAFF SALARY SCHEDULE
(EFFECTIVE 11-2-16)**

Pay Grade	Minimum of Pay Grade	Maximum of Pay Grade	Eligible for Overtime? (FT only)	Receive Contract?	Full-time, Part-time, or Mixed	Part-time Hourly Rate	Examples of Positions in Pay Grade
1622	\$37,725	\$60,360	Mixed	No	Mixed	\$18.07	Graphic Designer Sr, CADD Technician, Compliance Inspector Sr, Construction Specialist, Managers, Supervisors, Teaching Lab Supervisors, Teaching Coordinators
1623	\$41,498	\$66,396	Mixed	No	Mixed	\$19.87	Trades/Maintenance Supervisor, Graphic Design Supervisor, Functional IS Support Specialist, Producer, Senior News Writer
1624	\$47,722	\$78,742	Mixed	No	Mixed	\$22.86	Assistant Directors, Computer Analysts, Web Developer, Managers, Network Administrators, Recruiter, Controller
1625	\$54,881	\$90,553	Mixed	No	Full-time	N/A	Computer Analysts Sr, Database/Systems Administrators, IT Managers, Directors, Superintendents, Planner-Facility,
1626	\$65,857	\$108,664	Mixed	No	Full-time	N/A	Database/Systems Administrators Sr, Directors, Managing Directors
1627	\$79,028	\$130,397	No	No	Full-time	N/A	Directors, Managing Directors
1628	\$94,834	\$161,218	No	Yes	Full-time	N/A	Deans, Campus Deans, Assistant Vice Presidents, Chief Philanthropy Officer, Assistant Chief Info Officer, Title IX Coordinator/EO Officer
1629	\$113,801	\$199,151	No	Yes	Full-time	N/A	Executive Deans
1630	\$136,561	\$252,638	No	Yes	Full-time	N/A	Vice Presidents, Campus Presidents, Foundation President

**VALENCIA COLLEGE
STUDENT AND UNCLASSIFIED POSITIONS HOURLY RATE SCHEDULE
(EFFECTIVE 7-31-16)**

PAY GRADE	HOURLY RATE	POSITION TITLES INCLUDE
S	\$8.05	Student Assistant
S1	\$8.11	Laboratory Aide I Entertainment Specialist I Learning Assistant I Office Aide I
Unclassified	\$13.55 \$15.90 \$21.17 \$26.62 \$26.62	Testing Proctor Testing Supervisor Reference Assistant Counselor Librarian

**VALENCIA COLLEGE
DEAF/HARD OF HEARING SERVICE PROVIDER HOURLY RATE SCHEDULE**

SIGN LANGUAGE SERVICE PROVIDERS					
CREDENTIALS	BASE RATE	AA or 5 YEARS EXPERIENCE	BA or 10 YEARS EXPERIENCE	MA or 15 YEARS EXPERIENCE	DOCTORATE
QA/EIPA3	\$25.00	\$25.25	\$25.75	\$26.00	\$26.50
NIC/EIPA5	\$37.00	\$37.25	\$37.75	\$38.00	\$38.50
CI & CT/EIPA5	\$37.00	\$37.25	\$37.75	\$38.00	\$38.50
CI or CT/EIPA4	\$31.00	\$31.25	\$31.75	\$32.00	\$32.50

Key: QA – Quality Assurance Certificate (FL)
 NIC – National Interpreter Certification
 CI– Certificate of Interpreting (National)
 CT – Certificate of Transliterating (National)
 EIPA – Educational Interpreter Performance Assessment (National)

CAPTIONISTS											
BASE RATE	AA/AS DEGREE	5 YEARS EXPERIENCE	AA/AS + 5 YEARS EXPERIENCE	BA DEGREE	BA + 5 YEARS EXPERIENCE	10 YEARS EXPERIENCE	AA/AS +10 YEARS EXPERIENCE	BA +10 YEARS EXPERIENCE	15+YEARS EXPERIENCE	AA/AS +15 YEARS EXPERIENCE	BA +15 YEARS EXPERIENCE
\$20.00	\$20.25	\$24.00	\$24.25	\$20.50	\$24.50	\$25.00	\$25.25	\$25.50	\$26.00	\$26.25	\$26.50

VALENCIA COLLEGE NOTES

FACULTY

1. For twelve (12) month faculty, the annual salary will be distributed in the same manner as for other (12) month employees. For personnel beginning or terminating during the year, the salary will be prorated based on 261-days from July 1, 2016, through June 30, 2017. For ten (10) month faculty, the annual salary will be divided into twenty-two (22) or twenty-six (26) equal payments at the election of the faculty member. For ten (10) month faculty beginning or terminating during the year, the salary will be prorated based on 194 days.
2. Faculty on a supplemental contract who teach less than a normal teaching load for Summer A or B may be paid based on a corresponding percentage of the normal full-time salary if regularly required office and student engagement hours are maintained. Employee Development Fund salaries will not vary from approved salary schedules. Salaries of personnel employed under federal projects may not exceed board-approved salaries.
3. Professional development: Faculty members who meet the requirements outlined in the Faculty Compensation Plan/Professional Development Component Plan will be eligible for one payment level described below upon approval by the President or his/her designee.

Level I \$750

Level II \$1,500

4. Institutional effectiveness: Payments under this component of the Faculty Compensation Plan will be based on established criteria and paid upon the approval of the President or his/her designee.
5. A faculty member performing extra, non-teaching duties outside his/her normal working hours may be paid a salary supplement for the additional duties. The pay rate for such extra duties shall be at the greater of the Department of Labor (DOL) Federal or Florida minimum wage rate to a maximum of \$25.00 per hour. For additional teaching duties see the credit overload and/or continuing education schedules. A faculty member may not receive payment for hours worked which exceed his/her normal working hours by more than ten (10) hours per week unless approved by the President or his/her designate and in conjunction with the Vice President, Organizational Development and Human Resources.
6. Full-time Annually Appointed faculty will be paid a flat rate that does not correlate to the regular faculty salary schedule. Compensation is based on a full teaching load and the associated office and student engagement hours. For personnel beginning or terminating during the session, the salary will be prorated based on a ratio of the number of actual days worked and the number of work days in the academic session.
7. Full-time faculty, when teaching day or evening classes for other instructors who are absent from campus on sick leave, personal leave or professional leave without pay, will be paid in accordance with policy 6Hx28:3A-05.

VALENCIA COLLEGE NOTES

EXECUTIVE-LEVEL EMPLOYEES

1. Effective July 1, 1991, executive management employees shall accumulate seven (7) days of administrative incentive credit each year; such credit to be prorated for each month worked, with a maximum accrual of thirty-five (35) days. Payment for such credited service will be made as follows:
 - If termination is voluntary and the executive provides at least nine (9) months' notice, the payments, less any withholdings and deductions required by law, will be distributed over the remaining number of regularly scheduled pay periods in the current period of employment.
 - If termination is involuntary, but not for cause or the executive provides less than nine (9) months' notice, payment will be made at the time of his/her termination in accordance with Policy 6Hx28:3F-02.
 - If termination is for cause the executive will not be entitled to this payment.

SALARY PAYMENT

1. For twelve calendar month employees, the annual salary will be divided into twenty-seven (27) payments. For personnel beginning or terminating during the year, the salary will be prorated on a 261-day work year from July 1, 2016, through June 30, 2017.

SALARY INCREASES, SUPPLEMENTS, DIFFERENTIALS, SPECIAL RATES AND OVERTIME

1. Full-time employees who worked one day more than half of the work days in the 2015-2016 fiscal year or were offered and accepted employment prior to January 1, 2016 will receive a 4% raise effective the first day of the pay period following the last pay period of the academic year, effective July 31, 2016.
2. Employees who worked less than six months in the 2015-2016 fiscal year or were offered and accepted employment after January 1, 2016 will not receive a raise, unless they are below the minimum of pay range, in which case they will be placed at the new minimum, if the minimum of the pay range is not reduced.
3. Part-time employees will receive a 4% pay raise effective the first day of the pay period following the last pay period of the academic year, usually the first week of August, 2016, except for pay grades S and S1 who will be paid according to the pay rates for Grades S or S1.
4. Positions in pay grades 1629 and 1630 are executive management positions. Salaries of employees in these positions are determined by the President in conjunction with the Vice President, Organizational Development and Human Resources.

VALENCIA COLLEGE NOTES

5. Effective July 1, 2015 beginning Fiscal Year 2016-2017, employees at or above the maximum of the pay range will be paid a lump sum equivalent to the approved increase. Employees not at or above the maximum of the pay range will receive a pay increase to the maximum of the pay grade, and the remainder award as a lump sum.
6. Full-time non-exempt employees who work 40 or more hours in their primary job between 5:00 p.m. and 8:00 a.m. during the bi-weekly pay period will be entitled to a shift differential for that pay period. The amount of the shift differential will be \$20.00 per pay period.
7. Part-time hourly, non-instructional employees who work 50% or more of their hours between 5:00 p.m. and 8:00 a.m. during the bi-weekly pay period will be entitled to 25 cents per hour shift differential for that pay period.
8. An exempt non-instructional employee performing special assignments outside his/her normal working hours may be paid a salary supplement for the extra duties. The pay rate for such extra duties shall be determined by the President or his/her designate in conjunction with the Vice President, Organizational Development and Human Resources.
9. Board approved salary increases will not be processed for personnel employed under federal/state grants unless money for these increases have been budgeted in the grants.
10. A non-exempt employee may not work in excess of ten (10) hours per week beyond forty (40) unless approved by the President or his/her designate in conjunction with the Vice President, Organizational Development and Human Resources.
11. Individuals returning to the college after having retired under the Florida Retirement System or the State Community College Optional Retirement Program and received benefits under the Retirement Incentive Program shall be reemployed at the entry level without credit for experience. This is done in conjunction with approval from the Vice President, Organizational Development and Human Resources.