

**Memorandum of Agreement**  
**On**  
**The Salary Grid Compensation System developed by the**  
**BHE and MCCC Joint Labor-Management Salary Grid Committee**  
**May 16, 2017**

Whereas, the Board of Higher Education and the Massachusetts Community College Council are committed to providing salaries for unit members that reflect the contributions that unit members make to the community colleges and Massachusetts Higher Education system; and

Whereas, the parties desire a more predictable and understandable salary system for unit members that builds upon the current Classification Study; and

Whereas, the parties agree that certain professional and academic achievements should be recognized in unit member compensation; and

Whereas, the parties, under the current collective bargaining agreement, established a Joint Labor-Management Salary Grid Committee to develop and recommend a salary grid compensation system for unit members for implementation by July 1, 2017.

Therefore, the parties agree to the following:

1. Effective July 1, 2017, a salary grid system as described below shall be implemented for the MCCC Day Unit faculty and professional staff whose salaries are currently determined by the BHE/MCCC 1999 Classification Study, as amended (herein after "Classification Study") and incorporated into the Collective Bargaining Agreement (CBA). This system shall supersede Article 21.02 effective July 1, 2017.
2. Effective July 1, 2017, unit members whose wages are not determined by the Classification Study and are paid on an hourly basis under CBA Article 21.01.C.2.b shall have their hourly rate increased by 2.5%.
3. Initial salary calculation for new hires, reclassifications and transfers shall continue to be determined by the Classification Study including competitive factors where determined by the College. Once the salary is calculated, the unit member shall be placed on the appropriate column of their highest education credential at the closest interval which at least equals or is greater than the calculated salary. When a new hire, reclassification or transfer's salary is based on competitive factors as referenced in the Classification Study, the unit member shall be placed on their commensurate education column and interval unless the unit member's salary calculation is greater than the minimum salary of Column H. In those instances, the unit member shall be placed on the appropriate interval in Column H.
4. There shall be separate salary grids for Day Unit faculty and professional staff. Copies of the salary grids are attached hereto and incorporated herein.

5. Grant-funded faculty and professional staff shall be eligible for placement and advancement under the salary grid system to the extent allowed by the grant's funding levels and/or the grant's other terms and conditions.
6. Effective July 1, 2017, the initial year of the salary grid system implementation, each unit member on the payroll as of June 30, 2017 shall be placed:
  - a. On the appropriate faculty or professional staff grid commensurate with their rank/grade; and,
  - b. On the column commensurate with their highest education credential and/or credits. For the purposes of implementing the grids, where a current unit member's salary exceeds the maximum salary (Interval 1) for the column commensurate with their highest education credential and/or credits, the unit member shall be placed on Column H of the grid.
  - c. On the interval closest to their June 30, 2017 salary and that guarantees a minimum increase of two percent (2%) rounded to the nearest 1/100th of 1 percent.
  - d. Individuals whose salary exceeds the maximum salary (Interval 1) on Column H of their respective grid shall retain their current salary and receive an across-the-board increase of 2.0%.
7. Grid Structure: Professional Staff
  - a. There shall be a separate salary grid for each professional staff grade (Grades 2-7) [See Attachments 1 - 6];
  - b. There shall be 30 intervals on each grid that allow for vertical advancement within the grid;
  - c. There shall be a 1.25% increase in value between each interval;
  - d. There shall be columns on each grid that value academic credentials or credits. There shall be an increase for the credentials and credits as follows:
    - i. Column A- Bachelors (contractual minimum)
    - ii. Column B- Masters (contractual minimum)
    - iii. Column C- Masters +15 (2.5%)
    - iv. Column D- Masters +30/Double Masters/C.A.G.S./MFA/ MSS/ MCMHC (3.0%)
    - v. Column E- Masters +45 (2.5%)
    - vi. Column F- ABD (3.0%)
    - vii. Column G- PH.D/M.D/JD/Ed.D (5.0%)
  - e. There shall be an additional column (Column H) on the each grid for competitive placement as referenced in the Classification Study.
8. Advancement within the Professional Staff grid system
  - a. Professional staff shall advance intervals upon the following professional achievements:
    - i. Upon the 4<sup>th</sup> year of regular appointment as outlined in Article 11.02.A.2 of the CBA, professional staff unit members shall advance two intervals.
    - ii. Professional staff eligible for advancement on the grid per 8.a.i above shall receive the associated salary adjustment on the July 1 following the notice of the 4<sup>th</sup> year of reappointment.

- iii. Professional staff who are tenure-eligible shall advance three intervals upon receipt of tenure. Professional staff who are not tenure-eligible shall advance three intervals upon the 7<sup>th</sup> year of regular appointment as long as such advancement complies with the requirements of Section 5 of this Memorandum of Agreement and provided their most recent evaluation was "other than unsatisfactory".
  - iv. Professional staff who advance intervals per section 8.a.iii above shall receive the associated salary adjustment effective the July 1 following the award of tenure or the notice of the 7<sup>th</sup> year of reappointment.
  - v. Professional staff shall advance two intervals on the July 1 following the 9<sup>th</sup> anniversary of their hire date provided their most recent evaluation was "other than unsatisfactory".
- b. Attainment of New Academic Credentials
    - i. Upon earning new academic credentials or credits, professional staff unit members will be advanced to the same interval in the column that corresponds to the new credential and/or credits earned.
    - ii. Professional staff eligible for advancement on the grid per 8.b.i above shall receive the associated salary adjustment on either September 1 or January 15 following the attainment and submission of new academic credentials or credits. This language supersedes the point and dollar values for new academic credentials earned after hire as noted on the page entitled "New Hire Tables 2" of the parties' collective bargaining agreement.
  - c. Successful Completion of Post-tenure Evaluation
    - i. Upon receipt of an "other than unsatisfactory" post-tenure evaluation, professional staff shall advance one interval for up to 10 post-tenure reviews.
    - ii. Professional staff who receive "other than unsatisfactory" post-tenure evaluations shall receive the associated salary adjustment effective the July 1 following the evaluation.
    - iii. If a professional staff unit member is eligible for an interval per Section 8.c.i, but is at Interval 1 in their respective education column, the unit member shall receive a one-time cash amount, not added to the unit member's salary, that is equal to the unit member's annual base salary multiplied by the interval percentage value on the grid (1.25%). Said payment shall be made in the first payroll after the July 1 following the post-tenure evaluation.

9. Grid Structure: Faculty

- a. There shall be a separate salary grid for each faculty rank: Instructor, Assistant Professor, Associate Professor, Professor (See Attachments 7-10).
- b. There shall be a 2.5% increase in value between each rank.
- c. There shall be 25 intervals on the Instructor and Assistant Professor grids and 35 intervals on the Associate Professor and Professor grids that allow for vertical advancement within the grid.
- d. There shall be a 1.25% increase in value between each interval.

- e. There shall be columns on each grid that value academic credentials or credits. There shall be an increase for the credentials and credits as follows:
  - i. Column A- Bachelors (contractual minimum)
  - ii. Column B- Masters (contractual minimum)
  - iii. Column C- Masters +15 (2.5%)
  - iv. Column D- Masters +30/Double Masters/C.A.G.S./MFA/ MSS/ MCMHC (3.0%)
  - v. Column E- Masters +45 (2.5%)
  - vi. Column F- ABD (3.0%)
  - vii. Column G- PH.D/M.D/JD/Ed.D (5.0%)
- f. There shall also be an additional column (Column H) on each grid for competitive factor placement as referenced in the Classification Study.

10. Advancement within the Faculty grid system

- a. Change of Rank
  - i. Upon the following changes of rank, faculty will be advanced to the same column and interval on the corresponding grid for the higher rank. The actual interval number for advancement from Assistant Professor to Associate Professor shall be a different number due to additional intervals added to the Associate Professor Rank. (See the "Prior Rank Interval" column in the Associate Professor grid and Paragraph 9.c of this Agreement.)
    - 1. Instructor to Assistant Professor
    - 2. Assistant Professor to Associate Professor
    - 3. Associate Professor to Professor
  - ii. Faculty who receive a rank change shall receive the salary adjustment associated with the change of rank in the first payroll of the academic year in which the rank change becomes effective.
- b. Attainment of New Academic Credentials
  - i. Upon earning new academic credentials or credits, faculty unit members will be advanced to the same interval in the column that corresponds to the new credential and/or credits earned.
  - ii. Faculty eligible for advancement on the grid per 10.b.i above shall receive the associated salary adjustment on either September 1 or January 15 following the attainment and submission of new academic credentials or credits. This language supersedes the point and dollar values for new academic credentials earned after hire as noted on the page entitled "New Hire Tables 1" of the parties' collective bargaining agreement.
- c. Receipt of Tenure
  - i. Upon receipt of tenure, faculty shall advance one interval(s).
  - ii. Faculty who receive tenure shall receive the associated salary adjustment in the first payroll of the academic year in which tenure becomes effective.
- d. Successful Completion of Post-Tenure Evaluation
  - i. Upon receipt of an "other than unsatisfactory" post-tenure evaluation, faculty shall advance one interval for up to 10 post-tenure evaluations.

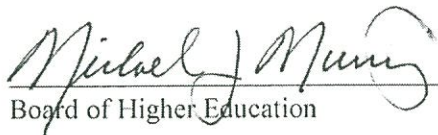
- ii. Faculty who receive "other than unsatisfactory" post-tenure evaluation shall receive the associated salary adjustment in the first payroll of the academic year following the successful completion of the post-tenure evaluation.
- iii. If a faculty unit member is eligible for an interval per Section 10.d.i, but is at Interval 1 in their respective education column, the unit member shall receive a one-time cash amount, not added to the unit member's salary, which is equal to the unit member's annual base salary multiplied by the interval percentage value on the grid (1.25%). Said payment shall be made in the first payroll of the academic year following the post-tenure evaluation.

11. The parties agree to meet regarding the initial placement of unit members on the grid(s) or on any other issues that may arise related to implementation of the salary grid system.

12. The terms of this agreement do not waive any party's rights under Article X of the CBA.

13. The Collective Bargaining Agreement between the Massachusetts Board of Higher Education (BHE) and the Massachusetts Community College Council (MCCC) dated July 1, 2015 to June 30, 2018 shall remain in full force and effect except as modified by the terms of this Memorandum of Agreement.

14. The terms of this Memorandum of Agreement shall not become effective until this Agreement is approved and/or ratified by the parties in accordance with Paragraph B 2 of Appendix B of the parties' collective bargaining agreement. In the event either or both parties fail to approve or ratify this Memorandum of Agreement, this Agreement shall be null and void and of no force and effect.

  
Board of Higher Education

5/16/17  
Date

  
Massachusetts Community College Council

5/16/17  
Date