

Key: AFT	Key: CCSF
Current contract language <u>AFT language</u> AFT strikethrough of current contract language AFT language the District accepts Moving party (AFT) rejection of proposed new language <u>Moving party (AFT or District) propose return to current contract language</u>	Current contract language <u>District language</u> District strikethrough of current contract language District language that AFT accepts Moving party (District) rejection of proposed new language <u>Moving party (AFT or District) propose return to current contract language</u>

9/22/2026 | CCSF to AFT

Article 14 - TRANSFER

- 14.A A transfer is a change in a unit member's home department, excluding those that result from structural change in the College's department organization. Departments are as defined in the District/DCC Collective Bargaining Agreement.
- 14.B Emergency Transfers – Where a full-time faculty vacancy occurs during a semester, the District may temporarily place any employee in such vacancy for the remainder of the semester.
- 14.C Self-Initiated Transfers (Voluntary) – Regular full-time faculty may apply for permanent transfers vacant full-time faculty positions. Full-time contract (probationary) faculty may not apply for voluntary transfer.
1. Full-time faculty meeting the minimum qualifications will be given first consideration for vacant full-time faculty positions.
 2. To be given first consideration, faculty requesting transfer must apply within 10 days of the posting of the vacant position expressing their interest to transfer. A Faculty Transfer Application Form listing three (3) current references, letter of interest, and diversity statement, must be submitted to Human Resources.
 3. A committee comprised of the Department Chair, supervising Dean, and another full-time tenured faculty member in the department (or a related department) will interview faculty requesting a transfer. Interviews may include questions, teaching demonstrations, or other relevant selection criteria.
 4. Interviews and selection or non-selection of the transfer request shall occur within 30 days of the job posting.
- 14.D Management-Initiated Transfers (Involuntary)

1. Other than 14.C above, management will solicit and make reasonable effort to find qualified volunteers prior to involuntarily transferring a regular full-time employee.
 2. Involuntary transfers of full-time employees shall not be made arbitrarily or for disciplinary reasons. Upon written request, the employee shall be furnished, in writing, the reason(s) for the involuntary transfer.
 3. An involuntarily-transferred full-time employee shall retain for two (2) years the right to return to their original department or work site if/when conditions permit, by requesting such return in writing, and, shall retain for an additional three- (3) year period the right of first consideration for return to ~~his/her~~ their original department or work site if/when conditions permit by requesting such consideration in writing.
- 14.E In all transfers, faculty members shall be considered on the basis of credentials, major and minor fields of study, qualifications, affirmative action (see Article 4), seniority, job performance, special job-related skills, and the needs of the District.
- 14.F Where involuntary transfers occur, other than reduction in force, and additional training is deemed required by the District in regard to full-time employees, such training shall be at District expense as to tuition, books and related expenses.
- 14.G Conversion to Part-Time (temporary) Status (Voluntary)
1. Current contract or regular faculty desiring to resign their full-time position to become part-time (temporary) faculty in the same department. For this conversion to apply, a full-time faculty member must be offered a part-time (temporary) position in the same department and must irrevocably resign their full-time position prior to becoming a part-time (temporary) faculty member.
 2. The following contract or regular faculty are ineligible to convert to part-time status:
 - a. Contract or regular faculty terminated for cause.
 - b. Contract faculty who are not renewed or who are not granted tenure (regular status).
 - c. Contract or regular faculty who resign as part of a negotiated resignation or settlement, to avoid the initiation of disciplinary charges, or after the initiation of disciplinary charges.
 - d. Regular or contract faculty reducing their status under Education Code section 87483.

Upon employment as part-time (temporary) faculty, all of the articles and terms

and conditions governing part-time (temporary) faculty in this Agreement will apply to that employee.

4. Seniority as a part-time (temporary) faculty member will be determined by calculating the total number of semesters where an instructional load was carried as a contract or regular faculty member while employed at the District. Semesters where a faculty member did not have an instructional load will not be counted, unless required to be counted by law. Thereafter, seniority will accrue in accordance with Article 13-1.
5. Newly employed part-time (temporary) faculty will be assigned a modal load of up to 0.20 for their first three semesters. Thereafter, modal will be adjusted based on the criteria for determining modal load as set forth in Article 13-1.
6. Newly employed part-time (temporary) faculty will have re-employment preference to assignments completed as a contract or regular faculty member for the District as if they had been completed as part-time faculty member subject to meeting the criteria stated in Article 13-1.C . Part-time (temporary) faculty must timely complete their assignment preference form by the deadline established by their department as a condition to receiving reemployment preference under Article 13-1.
7. Newly employed part-time (temporary) faculty will be placed on the part-time salary scale. They will receive a column placement in accordance with the criteria set forth in the CBA, and they will receive a step placement in accordance with Articles 20.B.3.1-3 of the CBA for new part-time faculty hires. They will receive one step for each year of previous full-time or full-time equivalent service as a faculty member with the District or with another accredited educational institution. They will receive up to a maximum of five steps in this manner (i.e., a 1 year to 1 step ratio). Thereafter, they will receive one additional step for every two years of full-time or full-time equivalent service as a faculty member with the District or another accredited educational institution up to the maximum step on the part-time salary schedule (i.e., a 2 year to 1 step ratio). Under Article 20.C.3.4.1, credit towards step placement will not exceed 9 steps. The maximum step placement is Step 10.