

LOS ANGELES COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION

588

LAW AND RULES

December 2, 2010

588 SALARY DIFFERENTIAL FOR EMPLOYEES USING BILINGUAL SKILLS

Education Code Section 88182

88182. Differential Compensation for Certain Duties. The governing board of any community college district may provide differential compensation to those classified employees who perform duties of a distasteful, dangerous, or unique nature when, in the opinion of the board, such compensation is reasonably justified.

In a merit system district, such differentials shall be based upon findings and recommendations of the personnel commission and shall not be applied in a manner contrary to the principle of like pay for like service.

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- A. Under conditions and procedures prescribed in this rule, full-time classified employees shall be paid a differential of \$50.00 per calendar month, if they are frequently called upon to exercise their ability to perform one or more of the following: speaking, reading, and/or writing a foreign language.
- B. To establish the differential:
1. The employing college or division shall prepare a Request to Designate a Classified Position as Bilingual (LACCD P.C. Form 588).
 2. The employing college or division shall obtain a completed Certification of Bilingual Skills (LACCD P.C. Form 588C) for the employee to be paid a salary differential for using bilingual skills. A faculty member shall be authorized to attest to bilingual skills as follows:
 1. A current District tenured faculty member teaching within the subject area.
 2. If there is no qualified tenured faculty member within the District, an adjunct faculty member teaching within the subject area may complete the certification.

In the event that one of the two conditions above cannot be met, the approval of a qualified individual administering and certifying bilingual skills will be at the discretion of the Personnel Commission.

3. The employing college or division shall forward copies of Form P.C. 588 and 588C to the Personnel Commission for final approval of all positions and employees to be paid a bilingual skills differential.

The differential shall become effective on the first day of the monthly pay period following the completion of these procedures. In the event an employee who has previously received a bilingual differential gets appointed to another bilingual position that requires the same language skills he/she may be paid the differential from the date of assignment.

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- C. The differential authorized under this rule shall not be considered a part of salary for the purpose of salary allocation upon promotion, demotion, transfer, multiple assignments, or other assignment action.
- D. The differential authorized under this rule is not available to those employees whose use of foreign language skills, as a part of the regularly assigned duties of their position, has been recognized in the salary allocation of their class.
- E. The differential authorized under this rule is available to part-time classified employees but will be prorated according to a ratio of the number of hours in their assignment in a certified bilingual position and the number of hours in a full-time assignment of 173.33 hours per pay period.
- F. Upon notification by the division head, college president, or by order of the Personnel Commission that an authorized differential no longer meets relevant laws, rules, procedures, and policies, an authorized differential shall be withdrawn effective the first day of the next monthly pay period if the position is occupied or immediately if the position is vacant.
- G. A bilingual differential shall be removed from an incumbent upon promotion, demotion, transfer, change of location or position, or other assignment action unless he/she is appointed to a position which has been designated as bilingual in accordance with this rule. A person appointed to another position which has been designated as bilingual need not be retested for the same language ability.