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Jimmy H. Baker
CHANCELLOR

MEMORANDUM #2024-EXE-039

Date: September 12, 2024

To: Presidents, Alabama Community College System

From: Jimmy H. Baker
Chancellor

A handwritten signature in black ink that reads "Jimmy H. Baker".

Re: 2024-2025 ACCS Salary Schedules

At its meeting on September 11, 2024, the ACCS Board of Trustees adopted the attached revised 2024-2025 Salary Schedules for the community and technical colleges and the Alabama Technology Network. A copy of the approved action item, the adopted schedules, and the salary guidelines are attached hereto.

JHB/mw

Attachments

**SALARY SCHEDULE GUIDELINES
THE ALABAMA COMMUNITY COLLEGE SYSTEM
2024-2025**

1. The Alabama Community College System Salary Schedules adopted by the Alabama Community College System Board of Trustees at its meeting on August 14, 2024, are effective September 1, 2024, for employees on Salary Schedules B, C, E, and H, and are effective for Salary Schedules D-1, D-2, and D-3 employees on the first faculty duty day of the Fall Semester as indicated on each College's 2024-2025 academic calendar.
2. The Salary Schedules are designed to include all personnel except "temporary" support employees, hourly employees working less than twenty (20) hours per week, and part-time instructors.
3. Appropriate job descriptions shall be developed and maintained for all personnel.
4. Full-time professional personnel, other than instructors, will not be paid additional monies for extra work. Under extreme circumstances, the Chancellor may approve an exception under ACCS Policy 606.03.
5. Initial placement on all salary schedules shall give all community and technical college and Adult Education employees full credit for prior work experience in the public schools, colleges, and adult education programs of Alabama. Initial placement on all Salary Schedules and on local salary schedules, which gives credit for prior experience outside of public education in Alabama is within the discretion of the President. However, all initial salary schedule placements which give credit for prior experience outside of public education in Alabama must adhere to the following principles:
 - The experience outside of public education in Alabama for which step credit is to be awarded for initial salary schedule placement purposes should be directly related to the requirements of the position.
 - The amount of credit that is given, for initial step placement purposes, for experience outside of public education in Alabama, must be consistently applied college wide and follow the College's standard experience ratio.

Please refer to the Chancellor's Memorandum #2013-LGL-086, dated November 21, 2013, for further guidance.

If, after initial step placement, an employee moves from one salary schedule to another (as opposed to moving upward within a salary schedule — i.e., E4 to E2 or C2 to C1), the President shall have the reasonable discretion to determine in which step placement to place the employee in the new position. However, in exercising this discretion, the President shall ensure that the experience for which step credit is to be awarded should be directly related to the requirements of the position and should be consistently applied college wide.

Notwithstanding the foregoing, in all circumstances the President must ensure that applicable law, such as the Students First Act, and applicable policy and guidelines are followed, and that the employee is given full credit for prior work experience in public schools, colleges, and Adult Education programs of Alabama.

6. Permanent support employees who work from twenty (20) to forty (40) hours per week but less than fifty-two weeks per year shall be paid amounts which equate on a *pro rata* basis to appropriate salaries contained in Salary Schedules E and H.
7. For the purposes of the Salary Schedules, a "year completed" shall equate to at least nine months of full-time employment during the respective Salary Schedule/ Academic Year (beginning either with the Fall Semester or September 1).

Full-time college employees on leaves of absence for more than three months during the Salary Schedule/Academic Year are not eligible for step increases, unless otherwise required by applicable law.

Please note that a step increase is not warranted for any employee who (1) applies and is hired for a different position within the College during the previous calendar year and (2) the position is on a higher-paying salary schedule (example, from E to D or E to C or C to B) or higher-paying scale within a salary schedule (from E-4 to E-3 or C-3 to C-2) or the employee receives a higher step on the same scale (moving from step 5 to 10 due to initial placement in new position), and (3) the employee has not been in the most recent position for at least nine months at step increase time.

8. Step increases are awarded within the sole discretion of the Alabama Community College System Board of Trustees. In budgetary crisis, step increases may not be implemented. Under circumstances when step increases are reinstated, each eligible employee will receive credit for one year as pertains to the Salary Schedules approved by the Alabama Community College System Board of Trustees.

Alabama Technology Network

Schedule A

Executive Director

2024-2025

Salary Step	0	1	2	3	4	5	6	8	10	15	20	25	27	30
	145,678	148,031	150,381	152,731	155,080	157,431	159,783	162,132	164,483	171,533	178,586	185,638	187,988	192,689

Notes:

1. Initial placement on the schedule for prior experience will be determined by the Chancellor. Advancement in steps after the initial placement will be based on years completed as Executive Director.
2. If Executive Director holds an earned doctorate from an accredited institution, add \$2,000 to salary.
3. Housing allowance of \$12,000 per year in addition to salary.
4. Expense allowance of \$200 per month in addition to salary.
5. The Chancellor may award an annual salary supplement not to exceed 10 percent of annual salary to recognize organizational complexity and performance.

Alabama Technology Network

Schedule B

Director

2024-2025

Salary Step	0	1	2	3	4	5	6	8	10	15	20	25	27	30
1	100,510	102,638	104,767	106,897	111,162	111,155	113,282	115,412	117,542	123,927	130,314	136,702	138,739	143,091
2	88,159	90,288	92,417	94,545	98,569	98,803	100,932	103,062	105,191	111,578	117,965	124,350	126,481	130,736

Notes:


1. Initial placement on the schedule at a Step higher than Step 0 must be approved by the Chancellor. Advancement in steps after the initial placement will be based on years completed in the position.
2. If person holds an earned doctorate from an accredited institution, add \$2,000 to salary.
3. If the Executive Director has designated a person paid from this schedule as being in charge in the Executive Director's absence, that person shall be paid an additional \$2,000 annually.
4. ATN Center Directors hired after January 2005 shall be placed on Salary Schedule B-2.

Alabama Technology Network

Schedule T

Technical & Professional Staff

2024-2025


	Salary Step 													
	0	1	2	3	4	5	6	8	10	15	20	25	27	30
T-1	88,159	90,827	92,415	94,544	96,673	98,802	100,931	103,060	105,189	111,576	117,962	124,346	126,477	130,731
T-2	77,284	79,412	81,543	83,670	85,798	87,925	90,056	92,187	94,314	100,700	107,089	113,472	115,602	119,856
T-3	66,411	68,542	70,672	72,797	74,926	77,055	79,186	81,314	83,442	89,829	96,216	102,601	104,731	108,987
T-4	55,537	57,667	59,798	61,923	64,053	66,182	68,310	70,439	72,568	78,954	85,341	91,727	93,854	98,113

Notes:

1. Initial placement on the schedule at a step higher than Step 0 must be approved by the Chancellor. Advancement in steps after the initial placement will be based on years completed in the position.
2. Individuals will be placed on the appropriate schedule based upon their level of professional/technical responsibility with ATN.
3. If person holds an earned doctorate from an accredited institution, add \$2,000 to salary.

Alabama Technology Network

Schedule S
Support Personnel
2024-2025

		Salary Step 													
Schedule Grade		0	1	2	3	4	5	6	8	10	15	20	25	27	30
S-1	1	55,901	56,991	58,081	59,169	60,262	61,351	62,440	63,532	64,622	66,804	69,983	71,162	72,253	73,342
S-1	2	50,465	51,557	52,648	53,741	54,833	55,923	57,017	58,108	59,199	61,383	63,566	65,751	66,842	67,936
S-2	1	50,465	51,557	52,648	53,741	54,833	55,923	57,017	58,108	59,199	61,383	63,566	65,751	66,842	67,936
S-2	3	45,029	46,118	47,207	48,297	49,389	50,478	51,568	52,660	53,749	55,929	58,110	60,291	61,381	62,472
S-2	4	39,589	40,681	41,773	42,866	43,957	45,048	46,140	47,231	48,324	50,507	52,692	54,875	55,966	57,058
S-2	4	39,589	40,681	41,773	42,866	43,957	45,048	46,140	47,231	48,324	50,507	52,692	54,875	55,966	57,058
S-3	5	28,715	29,806	30,898	31,990	33,083	34,173	35,267	36,358	37,448	39,633	41,817	44,001	45,092	46,185

Notes:

1. Initial placement on the appropriate schedule will be determined by the Executive Director based upon Salary Schedule Guidelines issued by the Chancellor. Advancement within a level and from one level to another is based on guidelines issued by the Chancellor. Advancement in steps after the initial placement will be based on years completed in the position.