

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 11, 2012**

ITEM TITLE: Request Board authorization to approve a request by faculty member Katherine Kocel to participate in the Reduced Workload Program in accordance with California Education Code Section 87483. - Presented by Vice Chancellor Trudy Largent

SPECIFIC BOARD ACTION REQUESTED: The Office of Human Resources and Employee Relations reviewed the request by Katherine Kocel to participate in the Reduced Workload Program meets the qualifications pursuant to Education Code 87483 as follows:

- a. Reached age 55 prior to reduction in workload.
- b. Employed full-time in an academic position for at least 10 years of which the immediately preceding five (5) were full-time employment with the Peralta Community College District.
- c. There was no break in service in the academic position the employee held for the previous five (5) years immediately preceding the requested reduction in workload.

ITEM SUMMARY: The request for a reduced workload by faculty member Katherine Kocel meets the requirements of Education Code 87483. Board contract approval is subject to negotiation and execution by the Chancellor.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): N/A

BACKGROUND/ANALYSIS: Ms. Kocel has been employed by the District since August 23, 2001, when she was hired as a full-time Psychology Instructor for Vista Community College (now Berkeley City College).

Ms. Kocel's request for a reduced workload at 80% and shall become effective for the fall 2012 and spring 2013 semester. This request for approval of the Reduced Workload Program Agreement is in accordance with Article 27, paragraph C.1 which directs qualified employees to "initiate this procedure by formal written request to the Board of Trustees delivered to the College President."

DELIVERABLES AND SCOPE OF WORK: N/A

ANTICIPATED COMPLETION DATE: END OF SPRING 2013 SEMESTER.

ALTERNATIVES/OPTIONS: N/A

EVALUATION AND RECOMMENDED ACTION: The Chancellor recommends approval.

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? VICE CHANCELLOR TRUDY LARGENT.

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Trudy Largent Date: 9-6-12
[Trudy Largent, J.D., Vice Chancellor for Human Resources & Employee Relations]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent Date: 9-6-12
[Trudy Largent, J.D., Vice Chancellor for Human Resources]

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Ron Gerhard Date: 9-7-12
Ron Gerhard, Chief Financial Officer

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: _____ Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz Date: 9-7-12
José M. Ortiz, Chancellor