

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 25, 2012**

ITEM TITLE: Request Board Authorization to Change the Holiday Schedule for the Malcolm X Birthday from Monday, May 20, 2013 to Friday, May 17, 2013. Presenter: Vice Chancellor Trudy Largent

SPECIFIC BOARD ACTION REQUESTED: Pursuant to the established academic schedule for the 2012-2013 year, the District wishes to change the current holiday for commemorating the Malcolm X Birthday, which was previously scheduled for May 20, 2013 to Friday, May 17, 2013 to provide classified staffing during final exams.

ITEM SUMMARY: District administration requests Board authorization to change the District's holiday schedule for the Malcolm X Birthday holiday from Monday, May 20, 2013 to Friday, May 17, 2013. The week of final examinations for the spring 2013 term begins on Saturday, May 18, 2013, and runs through Friday, May 24, 2013. The previously determined date to observe the Malcolm X Day is May 20, 2013, which is in accordance with the terms of the Bargaining Agreements between the District and the classified unions SEIU Local 1021 and IUOE Local 39. However, this date presents a conflict with the Academic Calendar, the scheduling of final exams, and the need to have classified staff present during this critical week. The Union has agreed with the District to change the Malcolm X Birthday holiday from Monday, May 20, 2013, to Friday, May 17, 2013. The Chancellor recommends approval.

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

BACKGROUND/ANALYSIS:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION: The Chancellor recommends approval.

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

YES _____ NO _____

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: 9-19-12
[Trudy Largent, J.D., Vice Chancellor for Human Resources & Employee Relations]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent Date: 9-19-12
[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: 9-21-12
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: Dr. José M. Ortiz Date: 9-18-12
Dr. José M. Ortiz, Chancellor