

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of May 10, 2016**

**ITEM TITLE:** *(Please define the subject; e.g., change order – Berkeley City College)*

Approval of a Tentative Agreement for hourly employees between the District and the Service Employees International Union (SEIU) Local 1021 from July 1, 2015 through June 30, 2018.

**SPECIFIC BOARD ACTION REQUESTED:**

Requesting that the District approve a Tentative Agreement for hourly employees between the District and the Service Employees International Union (SEIU) Local 1021.

**ITEM SUMMARY:** *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

On April 8, 2016, the District and SEIU Local 1021 signed a Tentative Agreement for hourly employees.

On May 6, 2016, SEIU Local 1021 members ratified the Tentative Agreement.

The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

GENERAL FUNDS

**BACKGROUND/ANALYSIS:**

N/A

**DELIVERABLES AND SCOPE OF WORK:**

N/A

**ANTICIPATED COMPLETION DATE:**

N/A

**ALTERNATIVES/OPTIONS:**

N/A

**EVALUATION AND RECOMMENDED ACTION:**

N/A

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):** NO

YES \_\_\_\_\_ No \_\_\_\_\_

**COMMENTS:** N/A

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR):**

VICE CHANCELLOR LARGENT

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

**DOCUMENT PREPARED BY:**

Prepared by: Trudy Largent Date: 05/06/16  
[Trudy Largent, Vice Chancellor]

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Trudy Largent Date: 05/06/16  
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

**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 Little Date: 05/06/16  
Ron Little, Vice Chancellor for Finance and Administration

**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: \_\_\_\_\_  
General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda

Not Approved, but Place on Agenda

Signature: Jowel c. Laguerre Date: 05/06/16  
Jowel C. Laguerre, Chancellor

**PERALTA COMMUNITY COLLEGE DISTRICT and  
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 1021**

**Hourly Employees Contract Tentative Agreement**

**Contract Duration: July 1, 2015 to June 30, 2018**

The Peralta Community College District ("District") and the Service Employees International Union Local 1021 ("Union") have met in good faith and hereby agree to the following:

**"Me Too" Clause**

If during the duration of this agreement, fiscal years 2016-2017 and 2017-2018, the District agrees to provide a higher salary increase to another employee group, upon finalization of such an agreement, the District shall provide members of SEIU Local 1021 the same salary increase provided to other employee groups.

**Vacancies – New Article**

Full-time vacancies in SEIU Local 1021 shall be filled subject to the following provisions:

- a. Before the District considers utilizing an external applicant pool, a position announcement will first be advertised internally throughout the District to provide current hourly employees the opportunity to apply for a regular position. The position announcement will be advertised for a period of five (5) working days. Hourly employees shall complete the required job application prior to the deadline date indicated on the job announcement.
- b. All internal applicants determined by Human Resources to have met the minimum qualifications as stated in the job announcement shall be granted an interview with the Hiring Manager prior to consideration of external applicants. If no internal applicant is deemed qualified by the Hiring Manager for the vacant position, the District shall utilize an external applicant pool.
- c. The Hiring Manager's decision shall not be subject to the grievance procedure.

**Article 9 Hours and Overtime**

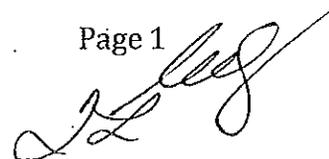
*4/10 Summer Schedule*

During the summer of 2016, the Union agrees to work a 4/10 Summer Work Schedule for eight (8) weeks in duration for the following dates:

Start: Monday, June 6<sup>th</sup>, 2016 (first 4/10 Friday is June 10, 2016)

April 8, 2016

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End: Friday, July 29<sup>th</sup>, 2016 (employees will return to a five (5) day, eight (8) hour work week) on Monday, August 1, 2016.

During the week of July 4<sup>th</sup>, Monday will be the Independence Day holiday and employees will work four (4) eight (8) hour days Tuesday, July 5<sup>th</sup>, through Friday, July 8<sup>th</sup>, 2016.

Implementation of the 4/10 Summer Work Schedule includes the following provisions:

1. The District shall be closed to the public on Fridays, Saturdays, and Sundays.
2. The standard workday during this period will be for 10 hours, from 8:00 a.m. to 6:30 p.m. However, at the discretion of the first level manager, employees may choose one of the following options:

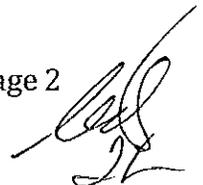
(Note: Any other alternate schedule must be approved by the first-level manager.)

- Option 1: 8:00 am – 6:30 pm
- Option 2: 7:00 am – 5:30 pm
- Option 3: 7:30 am – 6:00 pm
- Option 4: 8:30 am – 7:00 pm

3. By the end of the day Friday, May 27, 2016, each employee must inform their first-level manager of the schedule option they wish to take during this period. The Office of Human Resources will issue the form on which the employee will indicate their work schedule.

This schedule will indicate whether the employee is agreeing to work either an 8- or a 10-hour day for each day during the designated period of 4/10 work schedule. For all days in which the employee will work 8 hours, they will also indicate which type of leave they want to designate to make up the remaining two (2) hours in the workday. During this period, employees will have the following options:

- A. Work 10 hours per day, Monday through Thursday.
- B. Work 8 hours per day, Monday through Thursday, and take 2 hours per day of any combination of the following types of leave:
  - a. Vacation Hours
  - b. Previously earned Comp Time
  - c. Floating Holiday Hours
  - d. Leave without Pay
4. If an employee who normally works a swing shift or graveyard shift will work a 10-hour day, their workday will start 2 hours earlier so that the ending time of their shift does not change.



5. All employees who work more than 10 hours per day, or over 40 hours a week during the 4/10 Summer Work Schedule will be entitled to overtime pay.
6. All work in excess of 10 hours in any 24-hour period shall be paid for at one and one-half (1 ½) times the regular rate for the first 4 hours of such excess, and at two (2) times the regular rate for the balance of such excess.
7. Except for health and safety reasons, such as science labs and/or horticultural programs that may require refrigeration or tending, all indoor district facilities, including College of Alameda, Berkeley City College, Laney College, Merritt College, and the District Office will be closed to the public on Fridays, Saturdays, and Sundays during the 4/10 Summer Work Schedule.
8. The regular work schedule will return to a 5-day, 8-hour work day, effective August 1, 2016.
9. An exception to the Friday District and facility closure shall be made for all permanent and hourly employees working at District Childcare facilities in that their regular work schedules shall continue at 8 hours per day, 5 days per week, Monday through Friday. The District and Union are in agreement that all District Childcare Centers may remain open and operational on Fridays, commencing during the week beginning June 1, 2016, through July 29, 2016.

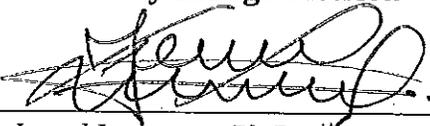
During the summer of 2017 and the summer of 2018, the union agrees to work a 4/10 Summer Work Schedule for nine (9) weeks in duration for the following dates:

Start: Dates to be determined – in consultation with the Union.  
 End: Dates to be determined – in consultation with the Union.

The District agrees that the week of the Independence Day Holiday, July 4<sup>th</sup>, will remain a 4/10 work week. The Friday of that week will be a non-work day.

The District may elect not to implement the 4/10 work schedule.

**For Peralta Community College District:**

By:   
 Jowel Laguerre, Ph.D  
 Chancellor

Date: 05-06-16

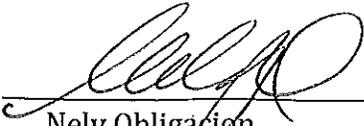
By:   
 Trudy Largent, J.D.

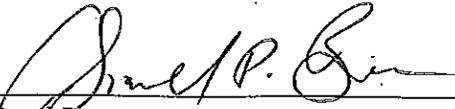
Date: 4/8/2016



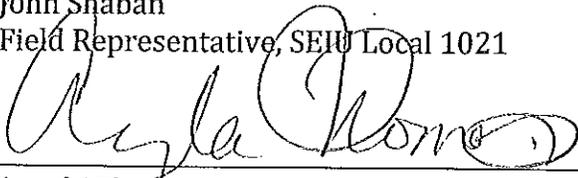
Vice Chancellor for Human Resources and Employee Relations

For SEIU Local 1021:

By:  Date: 4-8-2016  
Nely Obligation  
Chief Negotiator, SEIU Local 1021

By:  Date: 4-8-16  
Abigail Brewer  
President, SEIU Local 1021 Peralta Chapter

By:  Date: 4-8-16  
John Shaban  
Field Representative, SEIU Local 1021

By:  Date: 4/8/16  
Angela Thomas  
Field Representative, SEIU Local 1021

