

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 13, 2016**

ITEM TITLE: *Request Board Authorization to approve the initial Salary Placement of Ms. Betty Jelks, a full-time CTE Counselor at College of Alameda, at Column E, Step 13, in accordance with the PFT Collective Bargaining Agreement's Salary Exception Process.*

SPECIFIC BOARD ACTION REQUESTED: DISTRICT ADMINISTRATION REQUESTS BOARD AUTHORIZATION TO PLACE BETTY JELKS, CTE COUNSELOR, COLLEGE OF ALAMEDA, AT COLUMN E, STEP 13 OF THE FACULTY SALARY SCHEDULE. STEP 13 IS AN EXCEPTION TO THE INITIAL MAXIMUM SALARY PLACEMENT OF STEP 10.

ITEM SUMMARY: DR. JOI-LIN BLAKE, PRESIDENT OF COLLEGE OF ALAMEDA, RECOMMENDED TO THE CHANCELLOR AN EXCEPTION TO THE INITIAL MAXIMUM SALARY PLACEMENT OF STEP 10 OF THE PFT SALARY SCHEDULE, FOR MS. BETTY JELKS, CTE COUNSELOR, AND COLLEGE OF ALAMEDA. THE RECOMMENDATION THAT MS. JELKS BE PLACED AT COLUMN E, STEP 13, WAS APPROVED BY THE CHANCELLOR PENDING APPROVAL BY THE BOARD OF TRUSTEES.

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

BACKGROUND/ANALYSIS: IN ACCORDANCE WITH THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND PFT, THE MAXIMUM INITIAL SALARY PLACEMENT FOR FACULTY IS AT STEP 10 OF THE FACULTY SALARY SCHEDULE. HOWEVER, A RECOMMENDATION FOR AN EXCEPTION AND PLACEMENT AT A HIGHER SALARY STEP MAY BE RECOMMENDED BY THE COLLEGE PRESIDENT, IN CONSULTATION WITH THE COLLEGE ACADEMIC SENATE PRESIDENT, RECOMMENDATION AND APPROVAL BY THE VICE CHANCELLOR FOR EDUCATIONAL SERVICES, AND RECOMMENDATION AND APPROVAL OF THE CHANCELLOR AND THE BOARD. ALL APPLICABLE PROVISIONS OF THE COLLECTIVE BARGAINING AGREEMENT WERE COMPLETED, INCLUDING VERIFICATION BY THE OFFICE OF HUMAN RESOURCES AND EMPLOYEE RELATIONS, WITH THE RESPECT TO THE COLLEGE CREDITS AND WORK EXPERIENCE OF MS. JELKS, IN SUPPORT OF PLACEMENT AT COLUMN E, STEP 13. 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? (TRUDY LARGENT, VICE CHANCELLOR RESOURCES & EMPLOYEE RELATIONS)

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

DOCUMENT PREPARED BY:

Prepared by: Trudy Largent, Vice Chancellor, Human Resources & Employee Relations

[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent, Vice Chancellor, Human Resources & Employee Relations
[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,*
Ron Little, Vice Chancellor, 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: _____
Nitasha Sawhney, Acting General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: *Dr. Jowel C. Laguerre*
Dr. Jowel C. Laguerre, Chancellor