MEMORANDUM OF UNDERSTANDING
BETWEEN
CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
AND
CHABOT-LAS POSITAS FACULTY ASSOCIATION

August 1, 2012

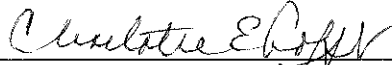Article 19A.3 shall be amended as follows:

19A.3   **Applying for Pre-Retirement Reduction of Annual Workload <u>And Approval Thereof</u>**
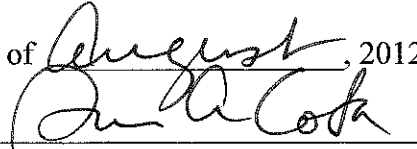
Pre-retirement reduction of annual workload must be applied for in writing by the unit member. Use the proper form to notify the District for approval. (See Appendix: <u>Pre-Retirement Reduction in Annual Workload</u> Form.) <u>The application for Pre-Retirement Reduction of Annual Workload</u> ~~annual workload reduction~~ <u>may be rescinded by the unit member prior to its being approved by the Board of Trustees.</u>

~~Thereafter,~~ The workload reduction is subject to approval by the Board of Trustees <u>in an open session after being publicly agendized.</u>

a. A unit member who desires to reduce his or her workload in accordance with this article shall make application through the unit member's Division Dean by November 1 of the Academic Year prior to the Academic Year when pre-retirement reduction is to become effective. <u>As stated above, this application can be rescinded by the unit member before the Board of Trustees has publicly approved it in open session.</u>

b. A unit member who belongs to the Public Employee's Retirement System (PERS) must contact the Office of Human Resource Services prior to requesting Pre-Retirement Reduction of Annual Workload, since the Public Employees' Retirement System (PERS) rules may differ from those of the State Teacher's Retirement System (STRS).

c. Prior to the reduction of a unit member's workload, the Office of Human Resource Services, in conjunction with the State Teacher's Retirement System (STRS) or Public Employees Retirement System(PERS), shall verify the unit member's eligibility for the Pre-retirement Reduction of Annual Workload program.

Signed and entered into this _____ 24th _____ day of _____ August _____, 2012.

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Charlotte E. Lofft, President
Chabot-Las Positas
Faculty Association

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Susan A. Cota, Interim Chancellor
Chabot-Las Positas
Community College District