

SIDE LETTER AGREEMENT


Between
CSEA Glendale College Chapter 76
And
Glendale Community College District

May 23, 2011


This Side Letter Agreement between the Glendale Community College (hereafter "District") and the California School Employees Association, Chapter 76 (hereafter "Association") reflects the agreement on the following regarding vacation (Article XII. Section 12. A):

Both parties agree that an extension of the deadline date of two months until August 31, 2011 shall be granted allowing classified employees to use their excess vacation. It is further agreed, that this extension is not precedent setting.

FOR THE DISTRICT:



FOR THE ASSOCIATION:



Thomas Chan Saeng

Luis J. Jenkins

Rita Jackson LHR

Ratified 6.2.2011

ADDENDUM TO
MEMORANDUM OF UNDERSTANDING
of
March 29, 2010

BETWEEN
Glendale Community College District
and
CSEA Glendale College Chapter #76

November 10, 2010

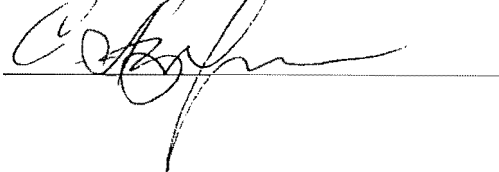
The District and CSEA agree that the required two hours of vacation or comp time taken by employees for the week of July 4, 2010, per the Memorandum of Understanding of March 29, 2010, will be credited back to employees. Employees who worked the extra two hours, instead of taking vacation, will be credited with three hours of comp time and must schedule the time off with their managers.

Agreement Reached on: Nov 10, 2010

FOR THE DISTRICT:



FOR THE ASSOCIATION:



ratified 3-21-2011

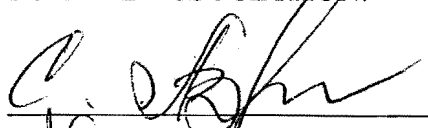
GROUND RULES FOR NEGOTIATIONS


Page 3


- 16. Members of CSEA's Negotiating Team that work a night shift and are in negotiations on the day preceding their work shift shall not be expected to negotiate and work for more than eight hours that work day (example: if the night shift employee negotiates for six hours, they will only report to their assignment for 2 hours). Negotiations shall be interpreted as the scheduled negotiations time plus time for the CSEA team meeting prior.
- 17. Speakers shall not be interrupted.
- 18. Cell phones need to be turned off or kept in vibrate mode.
- 19. These Ground Rules can be amended by mutual agreement of both parties.
- 20. **Both parties agree to summarize remaining items at the end of the negotiations cycle, by clarifying which items remain on the table as carryover items for the next round of negotiations.**


These Ground Rules for Negotiations reflect the full and complete understanding of the District and CSEA and are agreed to as of this date: Oct 6, 2010.

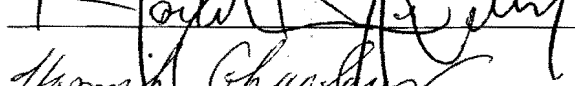
FOR THE ASSOCIATION:

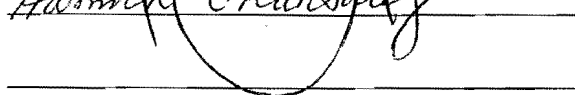




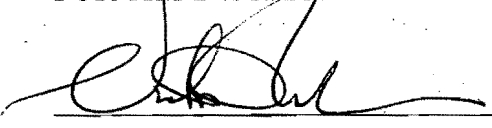








FOR THE DISTRICT:



**Proposal
to the
California School Employees Association, Chapter 76 District
from the
Glendale Community College**

October 6, 2010

GROUND RULES FOR NEGOTIATIONS

1. Pursuant to applicable state laws and regulations regarding collective bargaining, both negotiating teams shall have full authority to reach complete tentative agreement at the table and subject to ratification/adoption by both parties. Consultations with other parties regarding negotiations and/or proposed settlements/agreements shall not hinder or delay the negotiations process.
2. The official Negotiations Teams at this time are:

Glendale Community College District:

Vicki Nicholson
Val Dantzer
Nidal Kobaissi
Deborah Kinley
Paul Schlossman

California School Employees Association, Chapter 76:

Saodat Aziskhanova
Hoover Zariani
Nancy Spray
Narbeh Nazari
Hasmik Ghanbary
Michael Neviews
Linda Watkins
Eva Graves, Labor Relations Representative

3. Negotiation dates and times will be mutually agreed upon and scheduled prior to finishing each session. Dates will be scheduled in sufficient quantity in order to conclude negotiations in a timely manner. Sessions will be scheduled for no less than 4 hours each. Traditionally, the CSEA team meets in the morning prior to starting negotiations with the District which normally commences at 1:30 p.m.
4. Previously scheduled meeting dates shall not be cancelled without prior consent of both parties.

GROUND RULES FOR NEGOTIATIONS

Page 2

5. Negotiating Team members are expected to be present for each scheduled meeting.
6. All proposal and counter-proposals will be submitted in written form which includes time and date of the proposal.
7. Proposed changes/additions to language shall be recorded with strikeouts and bold.
8. Agenda for the next session shall be agreed upon before the end of each meeting. Both teams shall stick to the agenda. **Both parties shall have written proposals and counterproposals ready to present at the beginning of each session based upon the agenda prepared at the prior session. Additionally, the parties will present no more than two (2) written proposals at a time.**
9. Release notices for the CSEA team shall be issued to each employee and the employee's supervisor by e-mail and hard copy with sufficient time to avoid disruption of the workplace.
10. Both teams will issue their own communications when necessary to their constituents. Communications shall be in broad, general terms, unless prior notice is given to the other party.
11. Caucuses can be called at any time by either party. In the event the caucus will last more than 15 minutes, the other party shall be so informed.
12. Both parties will make their own notes of the sessions. Any recordings (audio or visual) of negotiations will be by mutual agreement of both parties with copies of each recording provided to the other side by the party doing the recording. **Audio recordings made by the District shall be transmitted in electronic audio file format to CSEA (Chapter President and Labor Relations Representative) within five (5) working days of each negotiations session.**
13. A private space shall be made available for each team to caucus and shall be located within a short distance from the negotiations room.
14. Any Tentative Agreement will be written and signed and dated by both party's representatives. **At no time will there be more than four (4) Articles open for negotiations at any one time (two from each party). When agreement is reached on one, another will be introduced until all Articles to be negotiated are completed.**
15. Issues will be discussed with no personal attacks. Personal comments are to be kept confidential, no saying "John said...."

Counter Proposal
From
CSEA Glendale College Chapter 76
to the
Glendale Community College District

October 20, 2010

Article X Leaves of Absence

SECTION 9.

Jury Duty and Witness Leave - Employees are eligible for Jury Duty and Witness Leave within the following provisions:

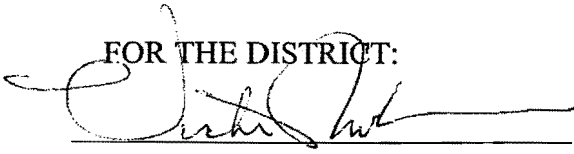
- in line w/ summons?*
- A. Leave of absence for jury service shall be granted to any employee who has been officially summoned to jury duty in local, state or federal court. Leave shall be granted for the period of jury service. The employee shall receive full pay while on leave provided that the jury service fee for such leave and the subpoena or court certification are filed with the District. Request for jury service leave should be made by presenting the official court summons to jury service to his/her immediate supervisor at least one week prior to the service date. If the employee is not required to attend jury duty, they will be required to return report to work. If an employee is on an alternate work schedule they shall revert back to a traditional 5/40 work schedule until their service is completed.
- B. Leave of absence to serve as a witness in a court case shall be granted an employee when he/she has been served a subpoena to appear as a witness, not as the litigant in the case. The length of the leave granted shall be for the number of days in attendance in court as certified by the clerk or other authorized officer of the court. The employee shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to and the subpoena or court certification is filed with the District. Request for leave of absence to serve as a witness should be made by presenting the official court summons to his/her immediate supervisor.
- C. Leave of absence to serve as a witness in a court case shall be granted an employee who is a litigant in the case when such litigation involves an action arising out of employment by the District. The length of the leave granted shall be for the number of days in attendance in court as certified by the clerk or other authorized officer of the court. The employee

shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to and the subpoena or court certification is filed with the District. Request for leave of absence to serve as a witness should be made by presenting the official court summons to his/her immediate supervisor.

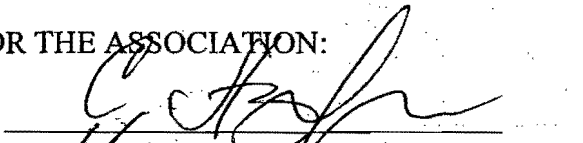
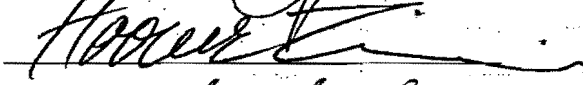


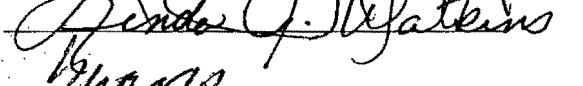

- D. The jury service fee and witness fee assignment to the District by the employee, referred to in (A), (B), and (C), respectively, does not include transportation expenses.
- E. An employee who has received a leave of absence under this rule shall not be required to make himself/herself available during his/her normal scheduled hours of work on a day when serving on **such jury duty and/or witness leave**.

Tentative Agreement Reached on: Oct 20, 2010

FOR THE DISTRICT:



FOR THE ASSOCIATION:

MEMORANDUM OF UNDERSTANDING

Between
Glendale Community College
And
CSEA Glendale College Chapter 76

October 27, 2010

The District and CSEA agree that the two carryover items from 2009-2010 negotiations will be handled as follows:

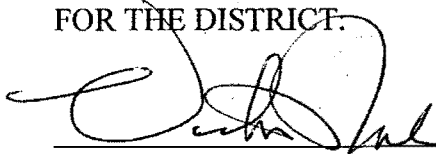
1. Article XIII, Recruitment, Applications and Selection of Employees. The CSEA President and/or designee, and the District Chief Negotiator and/or designee will work on this carryover item during the fall 2010 semester and will present the changes to the negotiating team during the spring 2010 semester.

2. Article XV, Classification. The CSEA President and/or designee, and the District Chief Negotiator and/or designee will work on this carryover item during the spring 2010 semester and will present the changes to the negotiating team during the spring 2010 semester.

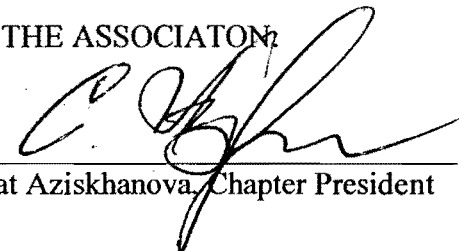
Tentatively agreed to on

Oct 27, 2010

FOR THE DISTRICT:


Vicki Nicholson, District Negotiator

FOR THE ASSOCIATION:


Saodat Aziskhanova, Chapter President

PROPOSAL

From the

CSEA Glendale College Chapter #76

To the

Glendale Community College District

December 1, 2010

ARTICLE X - LEAVES OF ABSENCE

SECTION 19. Personal Leave - A classified employee may be granted unpaid personal leave by the Board of Trustees for a period not to exceed one (1) year. An employee, while on "personal leave" of absence, may not be gainfully employed with another employer, except ordered military leave service, without approval of the Board of Trustees.

SECTION 20. Enhancement Educational Study Leave -- An unpaid educational study leave may be granted for study purposes following seven (7) five (5) years (or equivalent for part time employees) of permanent service and provided the operational needs of the department are met. An Employees may take work or career educational a study leaves with Board of Trustee approval in accordance with Education Code section §88198. A seven (7) year (or equivalent) requirement must be met between any two (2) study leave requests.

SECTION 21. Miscellaneous

- A. A permanent employee who accepts an assignment within the District outside the bargaining unit shall, during such assignment, be considered for status purposes as serving in his/her regular position, and such an assignment shall not be considered separation from service.
- B. No absence under any paid leave provision of this Article shall be considered a break in service for any employee who is in paid status, and all benefits accruing under the provisions of this Agreement shall continue to accrue under such absence. An Unpaid educational study leaves are is not considered a break in service and but may will impact the employee's retirement and benefits.
- C. Employees shall receive their usual compensation which shall not be deducted from accumulated sick leave, for the following:
 - 1. When under quarantine by order of the health office of the City or County for such period of quarantine provided such period of absence is

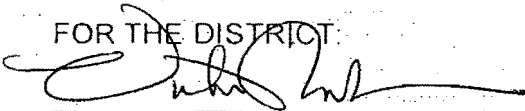
not over two (2) weeks. No more than two (2) separate periods of quarantine shall be paid for in any one (1) fiscal year to any employee.

2. When the College is closed on account of epidemic, fire, flood, or earthquake, provided that the District has made an effort to notify employees of such a closure prior to their arrival on campus, and that it has made a reasonable attempt to notify the news media of the emergency closing.


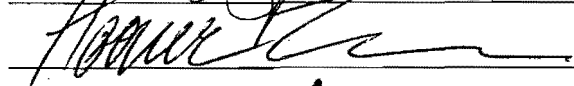




All other provisions not listed herein shall remain status quo.

Tentative Agreement Reached On: December 1, 2010

FOR THE DISTRICT:



FOR THE ASSOCIATION:

PROPOSAL
From the
Glendale Community College District
To the
CSEA Glendale College Chapter #76
December 1, 2010

ARTICLE XXI- PROFESSIONAL GROWTH

SECTION 1 Statement of Purpose- A professional growth program for the classified staff of Glendale Community College District shall provide the following incentives objectives:

- A. Encourage employees to complete college/university, community college, adult school, and/or various other educational programs. ~~relating to current positions and/or agreed upon for~~ career enhancement. Approved Educational progress programs may include professional seminars, courses from private industry schools, and conferences or workshops.
- B. Encourage employees to upgrade update skills and/or knowledge relating to current positions. as described in their job description and/or assist employee in agreed upon career enhancement/ advancement.
- C. ~~Otherwise, enhance the employees' value to the College.~~ Encourage employees to upgrade skills and/or knowledge for future career enhancements, presentations and staff development workshops. *up date*
- D. Encourage employees to participate in the District's governance system as required by the Governance Review document. *reference*

SECTION 2 Eligibility- All classified employees are eligible to participate in Classified Professional Growth programs activities upon being hired; however, they must have passed probation before they are eligible to receive earn classified professional growth units (CPGU) for future professional growth activities. (hereafter referred to as "CPGU") be a permanent employee of the college to participate in the program.

SECTION 3 Procedures for Application- Employees requesting District assistance for degree related courses shall prepare a "Personal Plan of Action" (see **Appendix N**) on a form approved by the bargaining unit and provided by the Staff Development Office. The plan will state clear goals, objectives, and a list of courses to achieve the stated goals and/or objectives and the time line to complete the plan. This plan shall also include the specific assistance the employee is requesting of the District (e.g., release time, flex schedules, and/or tuition reimbursement).

After the "Personal Plan of Action" is prepared it must be submitted to the Office of Human Resources ~~Staff Development Officer~~ Professional Growth Committee (PGC) for approval/denial prior to its initiation.

SECTION 4 Approval of Plans- Between August 15 and May 5, the employee shall submit the "Personal Plan of Action" to the Office of Human Resources for approval/denial.

Why these dates?
Budget

A. If the plan is denied the employee shall have 10 working days to submit a memo to the Office of Human Resources requesting an appeal.

B. The Office of Human Resources will submit the appeal to the PGC for review. ~~The Staff Development Officer and the Human Resources Manager or designee~~ PGC shall meet within twenty (20) days after to review the "Personal Plan(s) of Action" for approval/denial that were denied.

~~C. Approve or deny Personal Plans of Action made by classified staff.~~

~~D. Evaluate all courses, classes and/or seminars submitted for Professional Growth recognition.~~

C. The PGC will review denied plans and make a determination as to whether the plan should be approved or denied. A written explanation of the decision shall be returned forwarded to the employee within five (5) ten (10) days of the decision, denial, including a written reason for the denial. Denied plans may be modified and resubmitted to the PGC. or the employee may submit an appeal to the Staff Development Advisory Subcommittee (SDAS).

Spell out
Professional
Growth
Committee

1. ~~The employee will send a memo to the Chair of the SDAS requesting an appeal of the plan being denied.~~

2. ~~The SDAS shall agendaize the appeal for its next scheduled meeting.~~

D. Approved plans shall be forwarded, within ten (10) days, to the Staff Development Office.

1. The Staff Development Office shall keep the original plan on file and send the employee a copy along with one (1) "Request for Tuition Set-Aside" form.

2. The Staff Development Officer shall notify the SDAS Staff Development Governance Committee at its next scheduled meeting of all plans approved since its last meeting so that the approval can be reflected in the SDAS minutes.

E. If revised plan of action is still denied, it should be forwarded to the Superintendent/President of Glendale Community College for final action.

~~SECTION 5 — Courses Allowed — An employee may take up to two (2) courses per semester providing the following conditions are followed:~~

- ~~A. Operational needs of the employee's department are met.~~
- ~~B. The courses are taken according to the provisions set forth by the PGC.~~

SECTION 65 Approved Course Sites — Approved course work may be taken at:

- A. Any accredited college/university
- B. Any accredited community college
- C. Any state approved private industry school
- D. Any approved seminar site

SECTION 76 Courses Allowed — Any number of courses may be taken during an employee's non-duty time. An permanent employee may take up to two (2) courses per semester, during their working hours, providing the following conditions are followed met:

- A. Operational needs of the employee's department are met.
- B. The courses are taken according to the provisions set forth by the PGC.

~~Courses Taken — Any number of courses may be taken during an employee's non-duty time. An employee may be excused from duty to take one (1) approved course or class a semester on district time. An employee may also take a single additional second course or class using one (1) or a combination of the following time plans; An employee may be excused from duty to take one (1) approved course or class a semester.~~

- A. Personal Necessity Leave,
- B. Vacation Time,

*New long
a hour
10 minutes?*

C. Personal Time Without Pay.

Request for time-off for any Professional Courses must be approved by the Supervisor. If a time schedule cannot be agreed upon, an employee shall have the rights of appeal the PGC. The decision of the PGC will be forwarded to the Superintendent/President of Glendale Community College for final action.

SECTION 8-7 Professional Growth Credit Units -Professional growth credit units shall be determined by the following:

- A. Approved college courses, ~~related to the employees current job or profession,~~ completed with a passing grade of C or better will receive ten (10) ~~twenty (20)~~ professional growth credit units for each three (3) ~~semester units or equivalent quarter units of class attendance and shall be tabulated for credit accrual by the Office of Human Resources.~~
- B. Campus-sponsored Staff Development classes shall not require a "Personal Plan of Action", but must be job related and receive the prior approval of the supervisor. Evidence of attendance shall be furnished to the employee by the Staff Development Office. Each activity will receive ~~one-half (1/2)~~ one (1) Professional growth credit unit for each three (3) hours of lecture workshop, or class attendance.
- C. Conferences, workshops and other training opportunities that last fewer than five (5) days shall not require a "Personal Plan of Action", but must be job related and receive the prior approval of the supervisor. ~~one-half (1/2)~~ One (1) a professional growth unit will accrue for each three (3) hours of workshops or conference attendance. Forms which the employee may use to verify the professional growth credit units will be available in the Staff Development Office. These forms may be submitted to Office of Human Resources for tabulation.
- D. Seminars and job related vocational training that lasts five (5) days or more shall not require a "Personal Plan of Action", but must be job related and receive the prior approval of the supervisor. Five (5) ~~professional growth credit units~~ CPGU will accrue for each workshop or conference attendance. Forms which the employee may use to verify the professional growth units will be available in the Staff Development Office. These forms may be submitted to the Office of Human Resources for tabulation.
- E. CPGU may be earned for participation in a variety of committees. All official committee appointments must be made by the Chapter President. Chapter President will solicit volunteers for various committees and will appoint members as appropriate for the committee. Classified staff may earn up to a maximum of 10 CPGU per academic year for participation in committees/subcommittees.

including, but not limited to Governance Committees and Subcommittees, Hiring and/or Planning Committees. However, the number of committees that members may participate in will not be limited.

SECTION 98 Types of Professional Growth Objectives

- A. Job and/or career related completion of Degree (AA/AS, BA/BS, MA/MS, Ph.D.)
- B. Job and/or career related Certificate (Educational or Industry Standard)
- C. Job and/or career related Professional Enhancement courses or seminars
- D. Job and/ career related Continuing or Adult Education courses

SECTION 109 Tuition Reimbursement Eligibility- Only completed courses, classes, seminars, or job related training will considered for tuition reimbursement.

- A. Approved classes taken on the employee's own time (Personal Necessity Time, Vacation Time, Personal Time Without Pay, and Non-duty Time) may receive tuition reimbursement subject to budget limitation.
- B. Approved classes taken on District time will either receive tuition reimbursement or be paid for by the District after approval of the Professional Growth Committee SDAS, subject to budget limitations. The committee will take the employee's supervisor/manager's recommendation into account before giving its approval.
- C. If the District requires that the employee take a course, class, seminar, or job-related training, the tuition will be paid in advance.
- D. An employee cannot receive staff development funds under this Article for tuition reimbursement if the employee is receiving reimbursement from any other source for the same activity.

SECTION 11 10 Tuition Reimbursement- Thirty (30) calendar days prior to registering in a class, the employee may submit a "Request for Tuition Set-Aside" to the SDAS Chair. If the Request falls within budget guidelines approved by the SDAS, the SDAS Chair will sign the request and forward it to accounting so that the funds can be encumbered.

- A. Upon completion of approved course, classes, seminars, or job-related training, it is the responsibility of the employee to provide verification of

how many meets allowed?
dec 5?

(SDA)

completion with a transcript or acceptable certificate of completion to the Staff Development Officer. The Staff Development Office will then approve reimbursements within budget guidelines approved by the Staff Development Advisory Subcommittee and send a form showing the number of professional growth credit units earned, for forwarding to the Office of Human Resources.

- B. Tuition is to be reimbursed up to the public institution per-unit rate for taking courses at a state university.
- C. A copy of the SDA minutes approving tuition reimbursement shall be kept by the Staff Development Office.
- D. Procedures
 - 1. Upon registration in a class or classes, the employee shall submit to the Staff Development Officer a Conference or Travel Request form with only the top half completed so that the set-aside funds may be encumbered. The Staff Development Office shall forward the form to the Purchasing Department. The Purchasing Department will forward the form to the employee within fifteen (15) days.
 - 2. Upon completion of a class or classes, the employee shall submit the completed Conference or Travel Request form along with a transcript or grade report showing completion of the class or classes and a receipt from the institution showing payment of tuition to the Staff Development Officer to request the tuition being reimbursed.
 - a. Within ten (10) days the Staff Development Officer shall verify the documentation, approve the expenditure, if appropriate and submit authorization to the Purchasing Department.
 - b. The employee shall receive a reimbursement check within fifteen (15) days from the Purchasing Department receiving the expenditure approval.
- E. Campus-sponsored Staff Development classes shall be approved by the Staff Development Officer and shall not be subtracted from the classified employees' tuition reimbursement fund.

SECTION 1211 Types of Professional Growth for Salary Enhancement- Employees will be given considerations toward career objective as follows:

A. ~~Employees who have accumulated verifiable units, related to their job or profession, may apply those professional growth credit units toward an approved career track. Transcripts verifying successful completion of courses of acceptable certification of courses completed must be presented to the Staff Development Office. It is not the intent of the PGC to award Credits for degrees earned prior to the implementation of the Professional Growth Program, or prior to employment at Glendale Community College.~~

B. ~~A. Employees will be given their choice of receiving either five percentage (5%) points on job-related examinations for every thirty (30) professional growth credit units completed to a maximum of fifteen percentage (15%) points of a twenty dollar (\$20) per month stipend for each twenty ten (10) professional growth credit units completed to a maximum of one hundred eighty dollars (\$180) per month. Stipends shall end when an employee is reclassified or promoted to a job which salary exceeds the value of the previous base salary plus stipend by at least five percent (5%). When determining step placement, the employee shall be placed on a step not less than the value of five percent (5%) greater than the previous base salary plus stipend.~~

C. ~~B. Qualified employees seeking to move from the classified service to a faculty position may be eligible for position in a mentor program.~~

D. ~~C. Upon completion of approved courses which lead to training in specific job-related activities and implementation of the new skill(s) for a period of six (6) months, reclassification of the job position will be considered upon employees' request.~~

SECTION 1312 Staff Development Advisory Committee (SDAC). The Staff

Development Advisory Subcommittee will be convened, as needed.

Procedures for Maintenance of the Professional Growth Committee to ensure that the greater majority of all problems and unaddressed contingencies are dealt with by a knowledgeable group during the program's operation, it is proposed that a Professional Growth Committee shall be appointed composed of five (5) people. ~~The SDAC shall be appointed in accordance to the Governance Blue List.~~

A. CSEA will appoint two (2) classified employees.

B. The Superintendent/President will appoint two (2) managers: one (1) classified and one (1) certificated.

C. The appointed members will jointly elect a member of the confidential staff to represent the confidential employees.

why limit?
Faculty make
So much more!

type

- D. The Associate Vice President of Human Resources and an Academic Counselor selected by the Dean of Student Services will serve as resource non-voting members

SECTION 14 13 Continuity of Membership- To achieve continuity of membership, the initial incoming members shall draw lots for one (1) and two (2) year terms in either Group A or Group B.

- A. Group A being for one (1) year; after one (1) year, he/she can be reappointed for the two (2) year term.
- B. Group B is for two (2) years; after two (2) years, he/she can resign or be reappointed for an additional two (2) year term.
- C. The two (2) management appointees and the two (2) CSEA appointees must not be in the same Group. (Example, one (1) manager in Group A and the other manager in Group B.) The same applies to the two (2) CSEA members. One (1) in Group A and the other in Group B.
- D. All future appointments will be for a two (2) year term with the exception of an appointment which replaces a seated member.
- E. Any replacement appointments will run until the completion of the existing term of the member being replaced.

SECTION 15 14. Duties of the Professional Growth Committee

- A. Approve or deny Personal Plans of Action made by classified staff.
- B. Evaluate all courses, classes and/or seminars submitted for Professional Growth recognition.
- C. Serve as a Review Board when supervisors and employees disagree upon time schedules.
- D. The PGC shall immediately upon formation undertake the task of determining the application procedures and the appropriate forms

Tentative Agreement Reached On: December 1, 2010

FOR THE DISTRICT:

FOR THE ASSOCIATION:

[Handwritten signature]

[Handwritten signature]

Tom Breckel

Linda J. Watkins

North Perry

Harriet Chasday

2011-2012 CLASSIFIED EMPLOYEES WORK CALENDAR

MONTHS	HOLIDAYS	9 MO. NON-WORK DAYS	PAID DAYS PER CALENDAR			
			12 MO	11 MO	10 MO	9 MO
JULY	07/04/11		21	0	0	0
AUGUST			23	23	3	3
SEPTEMBER	09/05/11		22	22	22	22
OCTOBER			21	21	21	21
NOVEMBER	11/11/11					
	11/24/11					
	11/25/11		22	22	22	22
DECEMBER	12/22/11					
	12/23/11					
	12/26/11	12/15/11 *				
	12/27/11	12/16/11 *				
	12/28/11	12/19/11 *				
	12/29/11	12/20/11 *				
	12/30/11	12/21/11 *	22	22	22	17
JANUARY	01/02/12					
	01/16/12		22	22	22	22
FEBRUARY	02/17/12					
	02/20/12		21	21	21	21
MARCH			22	22	22	22
APRIL		04/09/12 *				
		04/10/12 *				
		04/11/12 *				
		04/12/12 *				
		04/13/12 *		21	21	21
MAY	05/28/12		23	23	23	23
JUNE		06/07/12 to 06/29/12	21	21	21	4
TOTAL PAID DAYS PER CALENDAR =			261	240	220	193

9 MO EMPLOYEES work from 08/29/11 - 06/06/12

9 mo employees will accrue earned vacation days and earned sick days equal to a 10 mo employee.

* Vacation days shall be used for December non-work days and Spring break.

10 MO EMPLOYEES work from 08/29/11 - 06/30/12

* Vacation days shall be used for Spring break (4/09/2012 - 4/13/2012).

11 MO EMPLOYEES work from 08/01/11 - 06/30/12

11 mo employees will have either July or August off.

12 MO EMPLOYEES work from 07/01/11 - 06/30/12

Employees and supervisors can use the flex language of Article VII, Section 3(B) to provide for using in-lieu days for employees not directly attached to the Academic Calendar requirements.

March 7, 2011

MEMORANDUM OF UNDERSTANDING

Between

CSEA Glendale College Chapter 76

And

Glendale Community College District

March 9, 2011

This Memorandum of Understanding between the Glendale Community College District (hereafter "District") and the California School Employees Association, Chapter 76 (hereafter "Association") reflects agreement regarding Spring 2011.

The District and the Association agree to the following:

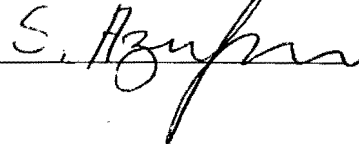
1. The savings generated from the one (1) unpaid "furlough" day for 2010-2011 by the CSEA bargaining unit is \$63,189.
2. The Association agrees that for the 2010-2011 it shall take a total of two (2) unpaid "furlough" days, generating a savings of \$126,378. These two (2) unpaid days shall be taken during Spring Break 2011 (April 14 and 15). One-half day furlough pay deduction will be taken out of March, April, May, and June earnings.
3. All classified employees will revert back to a 8 hour workday for the week of April 11, 2011 through April 15, 2011
4. The balance of the CSEA bargaining unit "fair share" of \$31,157 from 2009-2010 in addition to the \$126,378 shall be credited to the CSEA "fair share" for a total of \$157,535 shall be applied for 2011-2012 fiscal year.
5. For the duration of this Agreement, if the estimated budget deficit is reduced to a lower amount, CSEA's fair share apportionment shall also be reduced accordingly.

This tentative Agreement is subject to ratification/adoption by both parties.

Tentatively agreed to on March 9, 2011

FOR THE DISTRICT

FOR THE ASSOCIATION



Retirement Incentive
2010-11

Eligibility:

- 1) 9 years of consecutive District service in a permanent position immediately prior to retirement.
- 2) Age 55 or older

Retirement Window

- 1) End of Spring 2011 semester or end of Fall 2011 semester for faculty
- 2) Between June 30, 2011 through December 31, 2011 for management and classified.

Retirement Incentive

- 1) Retirement by June 30, 2011 with notification prior to April 30, 2011 = contribution of 55% of base salaries to purchase an annuity from 5 years to life.
- 2) Retirement by June 30, 2011 with notification after April 30, 2011 but prior to June 30, 2011 = contribution of 50% of base salaries to purchase an annuity from to purchase an annuity from 5 years to life.
- 3) Retirement after June 30, 2011 but before December 31, 2011 with notification prior to November 1, 2011 = contribution of 40% of base salaries to purchase an annuity from 5 years to life.

Final pay will be adjusted based on the employee's current FTE (full time equivalent) adjusted for approved part time service leaves.

Notification of participation is irrevocable.

A minimum number of 18 participants must be received by June 15, 2011. If retirement incentive is rescinded by the district for not meeting the minimum threshold, participants can rescind their retirement.

Annuity benefits will commence on February 1, 2012.

Tentative Agreement reached on:

March 7, 2011



Vicki Nicholson, Chief Negotiator
Glendale Community College District



Saodat Aziskhanova, Chief Negotiator
GSEA

CSEA Chapter mtg
10/20/10

MEMORANDUM OF UNDERSTANDING
Between
Glendale Community College
And
CSEA Glendale College Chapter 76

October 20, 2010

This Memorandum of Understanding between the Glendale Community College (hereafter "District") and the California School Employees Association, Chapter 76 (hereafter "Association") reflects agreement regarding Winter Intersession 2011.

The District and Association agree to the following:

1. For the Winter 2011 the CSEA bargaining unit will follow a 4/40 work schedule from January 3, 2011 to February 10, 2011.
 - a. If employees are required to work on the paid holiday, they shall be compensated as outlined in the Collective Bargaining Agreement.
 - b. Police personnel will also work a 4/40 work schedule from January 3, 2011 to February 10, 2011.
2. It is agreed that the workweek of January 17, 2011 (Martin Luther King Holiday) will convert to a standard 40 hour week as outlined in Article VII Section 3 C.
3. The terms of this MOU shall not constitute a past practice or be deemed precedent setting and shall apply to the 2010-2011 Winter session only.

M-F 8hrs
17 18 19 20 21?
X


MAJ
FR

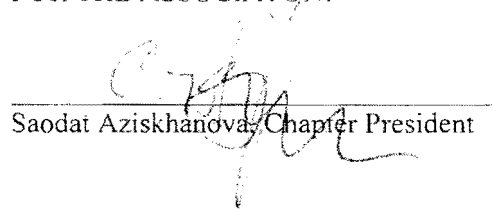
This Tentative Agreement is subject to ratification/adoption by both parties.

Tentatively agreed to on October 27, 2010.

FOR THE DISTRICT:

FOR THE ASSOCIATION:


Vicki Nicholson, District Negotiator


Saodat Aziskhanova, Chapter President