

PRE-RETIREMENT REDUCTION IN TIME BASE	3165
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The Board of Trustees in accordance with Education Code Section 87483 shall provide qualifying academic employees the opportunity to reduce their workload while maintaining full retirement or other benefits for which payment by the employee and employer is made.

(Revised: 7/1/82, 12/8/99)

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1. Eligibility

Only full-time academic employees who satisfy each of the following conditions may be considered for participation in the workload reduction program authorized by this policy:

- (a) The employee shall have reached the age of 55 prior to reduction in workload. The period of part-time employment of employees subject to section 20815 of the Government Code (Public Employees Retirement System) shall not extend beyond the end of the college year during which the employee reaches his or her 70th birthday. This restriction shall not apply to any employee subject to section 22713 (STRS) of the Education Code.
- (b) The employee shall have been employed full-time in an academic position or a position requiring certification qualifications, or both, for at least ten years, of which the immediately preceding five years were full-time employment.

2. Request for Participation

Any eligible academic employee may participate in the workload reduction program by submitting to the Superintendent/President an application in writing no later than six months prior to the effective date unless such time period is waived by the Superintendent/President. The Superintendent/President shall accept the request for participation in the program if the employee satisfies all of the requirements of this Board Policy 3165.

3. Condition of Participation

Participation in the workload reduction program authorized by this policy shall be subject to the following conditions:

- (a) The time base of an employee who has been approved for participation may be reduced from full-time service to such assignment as shall be, at minimum, the equivalent of one-half of the number of days of service required by the employee's contract of employment during his or her final year of service in a full-time position, and, at maximum, not more than 80% of full-time service.
- (b) The employee shall fulfill over the course of each year of participation in the program the appropriate pro rata share of employment obligation and service contributions, including teaching, advisement, committee service, and other instructionally related assignments which would have been required had the employee continued on a full-time basis.

- (c) When an eligible employee begins participation in the workload reduction program, the employee shall:
 - (1) Request and be granted a time base, between 50% and 80% of full-time service,
- (d) The period of this part-time employment shall not exceed five years for employees currently participating in the PERS retirement system or ten years for employees participating in the STRS retirement system
- (e) At the conclusion of an employee's maximum period of reduced service, the employee shall normally retire. Employment rights, salary, and fringe benefits following employment in the workload reduction program shall be governed by Board Policy 3064, Establishment and Maintenance of Temporary Pool.

4. Salary and Fringe Benefits

An employee who has been authorized to participate in the workload reduction program shall receive over the course of each year of participation in the program the appropriate pro rata share of the salary, which the employee would have received on a full-time basis. The employee shall retain as though employed on a full-time basis all retirement rights and benefits for which the employee and employer make payments and 100% of the full fringe benefit amount. Both salary and fringe benefit amounts shall be based on the prevailing salary and fringe benefit schedules.

(Approved: 5/29/79, 12/8/99)

(Revised: 7/1/82, 7/19/83, 5/1/84, 12/8/99)