

BANKED LOAD

1. Full-time faculty members may elect to bank both "A" contract overload and "A/C" contract hours during fall semester, spring semester and summer session. Effective for the 2012-13 academic year, the maximum amount of accumulated banked load allowed will be 3.0 semesters. Overload assignments for those exceeding the maximum must be paid at the "A/C" rate.
2. Notification of intent to bank must be given at the time the class schedule is submitted. Faculty members may not reduce load by a full semester (1.0) banked load) more than twice in any three-year period, including semesters prior to retirement. (Faculty with more than 2.0 semesters of banked load as of the end of the 2010-11 academic year are not restricted by the limit on using no more than two full semesters of banked load prior to retirement. A list of faculty meeting this criterion shall be kept by the District and United Faculty). Upon receipt of a written notice from the Dean, District Human Resources will make the necessary adjustment to the faculty member's on-line load record to reflect the banking of classes.
3. A banked load may only be used when the department determines that suitable replacements are available, except that a faculty member may choose to reduce their overload the semester(s) prior to retirement solely at that faculty member's option. Initial recommendation for leave shall be submitted by the department with the schedule. Upon receipt of a written notice from the Dean, District Human Resources will make the necessary adjustment to the faculty member's on-line load record to reflect the usage of banked load.
4. Load banking credit may be used to augment the seventy percent (70%) salary paid during a full year sabbatical leave. The District shall pay STRS credit equal to the percentage salary the faculty member is receiving. A written request must be forwarded to District Human Resources by the faculty member indicating the intent to apply load bank credit for this purpose.
5. Banked hours will be paid in cash at the faculty member's "A/C" rate only at the time of retirement or other separation from employment. A written request must be forwarded to District Human Resources by the faculty member indicating intent to separate from employment and requesting to cash out existing banked load.
6. District Human Resources will confirm the amount of banked load available; make the necessary on-line load adjustments to reduce the faculty member's existing banked load; notify District Payroll of the necessary payroll adjustment or payoff amount; notify the-Chief Financial Officer of the reduction of banked load liability and notify the separating faculty member of the equated cash value.
7. The formula used for converting load for cash-out will be:

Existing variance divided by equated load factor* x 18 weeks x hourly rate

**Equated load factors are prescribed under Article 7 of the United Faculty Contract.*

United Faculty Agreement, Article 7