

PRE-RETIREMENT REDUCTION OF FACULTY EMPLOYEE ANNUAL WORKLOAD

Conditions and eligibility for a pre-retirement reduction of a faculty annual workload are set forth in Article 14.2 of the United Faculty Agreement. After Governing Board approval of a reduction of a faculty member's annual workload (United Faculty Agreement 14.2), a copy of the contract signed by the employee will be sent to District Office Payroll and the following procedures are applicable.

1. District Office Payroll codes the employee's deduction to the State Teachers' Retirement Fund to be the same contribution that the member would have contributed had the member performed creditable service on a full-time basis subject to coverage under the Defined Benefit Program.
2. The employer's contribution shall be at the rate defined by the State Teachers' Retirement System.
3. District Office Payroll shall maintain the necessary records to separately identify each State Teachers' Retirement System member who participates in the reduced workload program.
4. The Reduced Workload contract will specify the payment schedule for employees with schedules of "one semester on - one semester off." The employee has the option to receive six (6) or twelve (12) monthly salary payments.
5. Payments are processed during the normal payroll calendar schedules.