



LOS ANGELES COMMUNITY COLLEGES

CITY • EAST • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECHNICAL • VALLEY • WEST

ADMINISTRATIVE OFFICES

January 31, 2007

Dear Adjunct Faculty Member:

The District has been working on transferring all illness balances to the new SAP system since its adoption on July 1, 2005. We plan to print tentative illness balances on your monthly pay stub starting 1/31/07. This note is to explain your adjusted illness balances from the old DEC system which were in effect at the time we changed to the new system, and have been transferred to the new SAP system. Due to the complexity of the process, data auditing will continue and the numbers are subject to adjustment.

As you may recall, the Guild and the District negotiated changes to hourly and summer illness pay provisions. Your new balance is a combined balance of all full pay illness days. Hourly and summer days have been converted to full pay days and added to your regular full pay balance to create **one combined balance**. In doing this conversion, we have applied the CalSTRS rule that will not allow pre-2002 hourly or summer days to be used for additional service credit for monthly faculty upon retirement and thus excluded days awarded prior to July 1, 2002. If you have remaining pre-July 1, 2002 days, they will be placed in **a separate balance** to be used first, before the regular balance, for any illness events. In cases where you have worked monthly, the effect of this rule will be applied upon retirement if you are a CalSTRS DB member.

Your current illness leave balance was computed as follows:

- Awarded full-pay illness days as a full time, hourly and summer instructor for each pay period from June 2002 through June 2005 were retrieved.
- The pre-2002 illness days awarded for part time service were converted to full days and put into the separate balance above. We expect to display this balance on the pay stub for a later pay period during the Spring semester.
- The post-2002 part time illness balance days were combined to the extent allowed with the final regular balance to yield the new regular balance.
- Since July 1, 2005, additional illness days are awarded for Fall/Spring adjunct assignments per the Agreement (Art. 25.E.2.b). If you teach during intersession(s) then you have also earned 1 day for summer intersession assignment and 1 day for winter intersession assignment. The allowable annual limit for sick leave is 12 days.

If you have questions you may contact Lynn Villamil at District Payroll, VillamE@email.laccd.edu, or the AFT office at 323-851-1521 ext 222.

Yours truly,

Jeanette Gordon
Chief Financial Officer/Treasurer

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(see next page for the text of the letter sent to fulltime faculty dated 8/8/06):



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(text of letter sent to fulltime faculty in 2006)

August 8, 2006

Dear Fulltime Faculty Member:

The district has been working on transferring all illness balances to the new SAP system since its adoption on July 1, 2005. While we plan to print illness balances on your monthly pay stub, it will take more time to make this happen. These balances will be transferred to the new system. In the meantime, we can inform you of your illness balances from the old system which were in effect at the time we changed to the new system.

As you may recall, the Guild and the District negotiated changes to hourly and summer illness pay provisions. Your new balance is a combined balance of all full pay illness days. Hourly and summer days have been converted to full pay days and added to your regular full pay balance to create **one combined balance**. In doing this conversion, we have applied the CalSTRS rule that will not allow pre-2002 hourly or summer days to be used for additional service credit upon retirement and thus excluded days awarded prior to July 1, 2002. If you have remaining pre-2002 days, they will be placed in **a separate balance** to be used first, before the regular balance, for any illness events. As per the CalSTRS rule, any pre-2002 days remaining at the time of your retirement will be disregarded in your service credit calculation. Your current illness leave balance was computed as follows:

- Awarded full-pay illness days as a full time, hourly and summer instructor for each pay period from June 2002 through June 2005 were retrieved.
- The pre-2002 illness days awarded for part time service were converted to full days and put into the separate balance above.
- The post-2002 part time illness balance days were combined to the extent allowed with the final regular balance to yield the new regular balance.
- Since July 1, 2005, 10 additional illness days are awarded each year (12 days for D basis). If you teach during intersession(s) then you have also earned 1 day for summer intersession assignment and 1 day for winter intersession assignment. The allowable annual limit for sick leave is 12 days.

Your DEC full pay illness balances as of July 1, 2005 have been computed as follows:

New regular days balance as of July 1, 2005:

Total pre-2002 days balance as of July 1, 2005: