

Board of Trustees Agenda Item

Board Meeting Date: March 5, 2012

TITLE OF ITEM: Resolution Authorizing the Reduction of Administrative Service

BACKGROUND AND ANALYSIS:

The Board is requested to accept the recommendation affecting and adopt the Resolution regarding the elimination of the following administrative positions and to notify employees of the effects of reduction in force.

Program/Department/Division	FTE	Campus	Effective Date
Adaptive Learning and Disability Services	1.0	Foothill	June 30, 2012
Professional and Workforce Development	1.0	Foothill	June 30, 2012

RECOMMENDATION: Vice Chancellor of Human Resources and Equal Opportunity
Dorene Novotny recommends board authorization to eliminate the positions

Submitted by:	Dorene Novotny, Vice Chancellor of Human Resources & Equal Opportunity x6211
Additional contact names:	Suzanne Pfeiffer, Director of Human Resources x6109
Is backup provided?	Yes

Foothill-De Anza Community College District
Resolution # 2012-09

RESOLUTION AUTHORIZING THE REDUCTION OF ADMINISTRATIVE SERVICE

WHEREAS; the budget projected for the 2012-2013 fiscal year presents significant fiscal challenges;
and

WHEREAS; the District has determined that due to a reorganization, reduction in or discontinuance of administrative service the following administrative positions will be eliminated effective June 30, 2012:

<u>Program/Department/Division</u>	<u>FTE</u>	<u>Campus</u>	<u>Effective Date</u>
Adaptive Learning and Disability Services	1.0 FTE	Foothill	June 30, 2012
Professional and Workforce Development	1.0 FTE	Foothill	June 30, 2012

WHEREAS, the Board further finds it necessary by reason of the aforementioned reductions to decrease the number of administrative employees by 2.0 FTE for the 2012-2013 fiscal year;

THEREFORE; BE IT RESOLVED, by the Governing Board of the Foothill-De Anza Community College District that, for the fiscal year 2012-2013 the administrative service be reduced by 2.0 FTE.

BE IT FURTHER RESOLVED, the Chancellor is directed to give notice to the affected employees that their service will not be required for the 2012-2013 fiscal year.

I HEREBY CERTIFY that the foregoing resolution was duly introduced, passed, and adopted by the Governing Board at a regularly called and conducted meeting held on March 5, 2012 the following vote:

AYES:

NOES:

ABSENT:

Linda Thor, Ed.D.
Secretary to the Board of Trustees