

## **Board of Trustees Agenda Item**

**Board Meeting Date:** March 5, 2012

**TITLE OF ITEM:** Resolution Authorizing the Reduction in Classified Service

### **BACKGROUND AND ANALYSIS:**

In accordance with Education Code Sections 88017, 88117, 88127 the board is requested to adopt Resolution #2011-07 eliminating the following positions and authorizing the District to provide the affected employee(s) with a forty-five (45) day notice of layoff.

Parking and Special Events Coordinator	Central Services (vacant)	1
Senior Computer Operator	Central Services (vacant)	1
Police Support Services Coordinator	Central Services(vacant)	1
Academic Advisor	De Anza	3
Administrative Assistant I	De Anza	1
Admissions and Records Assistant	De Anza (vacant)	2
Custodian I	De Anza (vacant)	1.5
Custodian II	De Anza (vacant)	1
Food Service Worker III	De Anza (vacant)	3
Health Educator	De Anza (vacant)	1
Office Assistant (only eliminate .25)	De Anza (vacant)	.25
Weekend Library Assistant (Hourly)	De Anza (vacant)	.20
Administrative Assistant I	Foothill	2
Administrative Assistant Sr	Foothill	1
Graphic Design Technician	Foothill	1
Instructional Associate	Foothill	.50
Outreach Specialist	Foothill	4
Program Coordinator I	Foothill	1
Program Coordinator Sr.	Foothill	1

Administrative Assistant I	Foothill (vacant)	2
Admissions and Records Assistant	Foothill (vacant)	2
Instructional Associate	Foothill (vacant)	1
Performing Arts Accompanist	Foothill (vacant)	1
<b>Total</b>		<b>32.45</b>

**RECOMMENDATIONS:** Director of Human Resources Suzanne Pfeiffer 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 # 2012-07

RESOLUTION AUTHORIZING THE REDUCTION OF CLASSIFIED SERVICE

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

WHEREAS; the District has determined that the following classified positions will be eliminated for lack of work or funds effective June 30, 2012:

Parking and Special Events Coordinator	Central Services (vacant)	1
Senior Computer Operator	Central Services (vacant)	1
Police Support Services Coordinator	Central Services(vacant)	1
Academic Advisor	De Anza	3
Administrative Assistant I	De Anza	1
Admissions and Records Assistant	De Anza (vacant)	2
Custodian I	De Anza (vacant)	1.5
Custodian II	De Anza (vacant)	1
Food Service Worker III	De Anza (vacant)	3
Health Educator	De Anza (vacant)	1
Office Assistant (only eliminate .25)	De Anza (vacant)	.25
Weekend Library Assistant (Hourly)	De Anza (vacant)	.20
Administrative Assistant I	Foothill	2
Administrative Assistant Sr	Foothill	1
Graphic Design Technician	Foothill	1
Instructional Associate	Foothill	.50
Outreach Specialist	Foothill	4
Program Coordinator I	Foothill	1
Program Coordinator Sr.	Foothill	1
Administrative Assistant I	Foothill (vacant)	2
Admissions and Records Assistant	Foothill (vacant)	2

Instructional Associate	Foothill (vacant)	1
Performing Arts Accompanist	Foothill (vacant)	1
<b>Total</b>		<b>32.45</b>

THEREFORE; BE IT RESOLVED, the classified service be reduced and the Board of the Foothill-De Anza Community College District, in accordance with Education Code sections , 88117, 88127 and Article 11 of the Agreement between the District and Association of Classified Employees (ACE), authorize the District to provide the affected employee(s) with a forty-five (45) day notice of layoff.

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