

**Carefully review the information on the use of load banking prior to your deciding on when you will want to retire. How and when you use banked load prior to retirement may come with some restrictions. Note the bolded sections; these focus on possible limitations/options.**

Load Banking:

7.11 **LOAD BANKING:** Full-time unit members may, at the member's option, reduce teaching load by up to 1.0 at full salary by utilizing accumulated or banked overload teaching **under the following conditions:**

7.11.1 Both "A" contract overload and "A/C" contract hours during fall semester, spring semester, and summer session may be banked at a maximum of .4 load per semester with notification of intent to bank given at the time the class schedule is submitted. "A/C" overload shall be banked at the "A" load value of the class(es).

7.11.2. Load may be reduced 1.0 and less than 1.0 at anytime, provided: banked load may only be used when the department determines that suitable replacements are available, **except that a member may choose to reduce his/her overload the semester(s) prior to his/her retirement solely at that member's option.** Initial recommendation for leave shall be submitted by the department with the schedule. **No faculty member may reduce load by a full semester (1.0 banked load) more than twice in any three-year period, including semesters prior to retirement.**

7.11.2.1 **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.

7.11.2.2 Faculty described in 7.11.2.1 above and who are using more than 2.0 semesters of banked load shall submit a letter of intent before their first semester of using banked load stating their semester of retirement. **Faculty who submit a letter of intent to retire under this provision and subsequently do not retire shall use all remaining banked load before being actively assigned and shall forfeit all rights to bank additional load in the future without management approval.**

7.11.3 Current semester teaching load must be at least 1.0 prior to banking credit being given. If current load is less than 1.0, a portion of the "A/C" load will be credited to the "A" load to bring it to 1.0 prior to banking. The difference will be banked.

7.11.4 Any existing accumulated underload must be brought to zero prior to banking.

7.11.5 Any existing accumulated overload may be used and added to.

**7.11.6 Banked hours will be paid in cash at the member's 'A/C' rate only at the time of retirement or other termination of employment.**

7.11.7 Use of banked leave is to be considered a 'paid leave' and not a break in service for salary, benefits, sabbatical or retirement plan purposes.

7.11.8 Faculty who are on a reduced load due to banked load will be required to hold office hours in proportion to their actual assignment.

7.11.9 In certain situations, a single class may exceed the .4 limit for load banking. In those cases, if the class consists of both lecture and a lab section, a faculty member shall be allowed to split the lecture from the lab(s) and bank whichever portion he/she chooses providing that portion does not exceed the .4 maximum limit. The faculty member shall receive compensation for the remaining portion of the class.

7.11.10 Load banking credit may be used to augment the seventy percent (70%) salary paid during a full year sabbatical leave at the rate of .1 banked load per 10% salary augmentation per semester. The district shall pay STRS credit equal to the percentage salary the faculty member is receiving. Article 12.5.11 shall apply. Additionally, it is agreed that the use of load banking credit for this purpose shall not come from the sabbatical leave fund.

7.11.11 Effective for the 2011-12 academic year, the maximum amount of accumulated banked load allowed will be 4.0 semesters. A faculty member whose banked load meets or exceeds 4.0 semesters will not be allowed to accumulate any additional banked load until the banked load falls below 4.0 semesters. Effective for the 2012-13 academic year, the maximum amount of accumulated banked load allowed will be 3.0 semesters. Overload assignments for those who exceed the maximum allowable cumulative banked load must be paid at the 'A/C' rate.

Sick Leave Calculations Upon Retirement: