**Request for Compensation – PERB Decision No. 2444 – Settlement Agreement between PCC Faculty Association and the Pasadena Area Community College District**

In addition to the payments made to the affected faculty identified in the PERB Settlement approved by PCCFA and PACCD, the PACCD will provide further payment to any current faculty member who was employed by the District during the 2012-2013 Academic calendar year and was affected by the cancellation of the 2013 Winter Intersession. Payments may be made for one the following reasons:

1. Reimbursement for a lost deposit for a pre-paid vacation that was scheduled between 01/07/2013 and 02/14/2013 and was not taken. Receipts demonstrating proof of payment must be provided.
2. Reimbursement for reasonable time spent modifying curriculum as a direct result of the cancellation of the 2013 Winter Intersession. Payments made for actual hours spent (maximum payment $2000.00). Documentation of curricular modifications must be included.
3. Payment to an affected employee other than those identified explicitly in the settlement. Clear and convincing documentation of a loss must be provided to receive a payment.

The following process MUST be followed for consideration of a payment:

1. Make requests using the “Request for Compensation – PERB Decision No. 2444” form (the “Form”).
2. Completely fill out the Form.
3. Attach all receipts, documentation, and evidence to the Form.
4. Email PERB Payment Request form and all supporting documents to Paul Jarrell, Dean, Instructional Support (pejarrell@pasadena.edu).
5. Indicate “PERB Payment Request” in the subject line.

***Only properly completed requests with supporting documentation will be considered. Requests MUST emailed and received by 5:00PM, Monday, May 16th for consideration.***

Requests will be made on a first come, first served basis until the total aggregate amount of reimbursements and payments reaches the $100,000.00 limit established by the settlement agreement. Any additional requests causing the aggregate amount to exceed $100,000.00 will not be considered. Any requests received after 5:00PM, May 16th, will not be considered.

Date Prepared: March 21, 2016