

**COUNTER PROPOSAL
FROM THE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
TO THE
PASADENA CITY COLLEGE POLICE OFFICERS ASSOCIATION**

October 28, 2025

The collective bargaining proposal presented herein by the Pasadena City College Police Officers to the Pasadena Area Community College District is expressly made pursuant to the Educational Employment Relations Act and the Collective Bargaining Contract between the parties.

The following articles shall be deemed to remain unchanged in the Collective Bargaining Agreement except as set forth below.

**ARTICLE 16
VACATION**

16.1 Full-time employees who are covered by this Agreement, and who are in paid status for eleven or more days in each relevant calendar month, shall earn vacation as follows:

- a. One (1) through three (3) years of continued service = One (1) day per month.
- b. Four (4) through six (6) years of continuous service: One and one-quarter (1 $\frac{1}{4}$) days per month.
- c. Seven (7) through ten (10) years of continuous service: One and one-half (1 $\frac{1}{2}$) days per month.
- d. Eleven (11) or more years of continuous service: One and three-fourths (1 $\frac{3}{4}$) days per month.

16.2 Vacation time may not be taken in the month in which it is earned.

16.3 Insofar as practicable and consistent with the needs of the District, vacation shall be granted at times most desired by employees. Employees shall submit any time-off request to the Chief of Police or their designee. When submitting a request, the employee shall specify whether the requested leave shall be drawn from accrued Vacation, Floating-holiday, Sub-holiday, or Comp-time leave banks. For time-off requests of less than one week, the employee shall submit a request to the Chief of Police or designee not later than seven (7) calendar days in advance. For these requests, the requestor shall receive a response (approval or denial) within two calendar days of the request. For requests of one week or more, the employee shall submit a request to the Chief of Police or designee at least thirty (30) calendar days in advance of the first requested day of leave. For these requests, the requestor shall receive a response (approval or denial) within seven (7) calendar days of the request. If a request is denied, the Chief of Police or designee shall provide the requestor with the reason for the denial. If conflicting requests of employees in the Department must be reconciled, preference shall be given to employees by the date of request and approval.

16.3.1 Non-conforming requests may be approved at the discretion of the Chief of Police or designee.

16.3.2 The decision of the Chief of Police or designee to grant or deny a request shall not be grievable.

[Note: POA REJECTS the District's 8/18/25 proposal to strike out language pertaining to non-conforming request; keep status quo.]

- 16.4 Vacation not taken in one year may be accumulated from year to year, provided, however, that employee's maximum total of accumulated vacation as of the end of each fiscal year (June 30) shall not exceed the accrual caps set forth in Section 16.5 below.
- 16.5 The accrual limit shall be no more than two and one half (2.5) times his or her annual accrual rate.
[Note: POA withdraws accrual limit proposal.]
- 16.6 Unit members shall be entitled to request cash payout in the amount equal to a unit member's monthly vacation accrual (per Article 16.1; up to 1 $\frac{3}{4}$ days, depending on length of service) for vacation request(s) denied during the fiscal year, if that denial would cause the unit member to cease accruing vacation. A unit member may submit a timely request for payout within thirty (30) days of the denial. Such request must include evidence of the District's refusal to permit an employee to take vacation, which shall consist of a vacation request submitted by the employee to the Chief or their designee, with the reasoning for the denial. Payout shall occur within 60 days of the request.