

**APPENDIX P4**  
**PROFESSIONAL DEVELOPMENT LEAVE ELIGIBILITY AND RETURN SERVICE**  
**(Article 17 – Professional Development Leaves)**  
 Foothill-De Anza Community College District

The Board and FA agree upon the following interpretation of the appropriate sections of Article 17 as noted.

1. Eligibility for subsequent leaves. Section 17.1.4: “. . . the intervening quarters may be counted toward eligibility for subsequent leaves” shall mean that all quarters of service in active employment status between the first quarter of the year in which the leave is granted and the final quarter of the year in which the leave is completed (17.2) shall be inclusive and fall within “intervening quarters.” (Note examples below.)
  
2. Return service. Section 17.7: “. . . return service is credited on the load performed in active employment subsequent to each quarter of leave.” This shall mean that when a PDL begins in the Winter or Spring quarter of the first academic year, the quarter(s) preceding the commencement of the leave shall not count as return service. If PDL is taken in Winter and/or Spring quarters, return service cannot be entirely completed during the three academic-year period of the leave, meaning that faculty shall be required to complete their return service in the subsequent academic year. (Note examples below.)

Faculty who reduce their contracts under Article 18 or any other reduced contract under Article 16.28 prior to completion of PDL return service shall be required to remain in active employment in the District for the number of quarters necessary to earn the load required for return service.

Example 1:

	<u>F</u>	<u>W</u>	<u>S</u>	<u>Eligibility</u> (17.1.4)	<u>Return Service</u> (17.7)
year 1	x	o	o	2	2
year 2	x	o	o	2	2
year 3	o	o	x	2	0
			total:	6	total: 4

Example 2:

	<u>F</u>	<u>W</u>	<u>S</u>	<u>Eligibility</u> (17.1.4)	<u>Return Service</u> (17.7)
year 1	o	o	x	2	0
year 2	o	o	x	2	2
year 3	o	o	x	2	2
			total:	6	total: 4

x = Quarter in which PDL is taken  
 o = Active Employment