

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Douglas Treadway

DATE: December 14, 2005

SUBJECT: Request for a 26.21% Leave Without Pay, Fall Semester, 2005,
Associate Professor, Computer Studies

Mr. Walt Birkedahl, Dean of Fine Arts, Business, and Broadcasting; Ms. Martha Brown, Dean of Counseling; and Dr Ron Quinta, Dean of Math, Science, and Technology, and Instructional Program Development; requests approval of a request for a 26.21% Leave Without Pay during the Fall Semester, 2005; for Associate Professor, Computer Studies, Margery Segraves. Ms. Segraves will need to tend to family responsibilities during this time. Ms. Segraves has requested that her salary and benefits be prorated. Dr. James Wright, Vice President, Instruction, supports this request.

RECOMMENDATION:

The President/Superintendent recommends that the Board of Trustees approve the Request for a 26.21% Leave Without Pay for the Fall Semester, 2005, for Associate Professor, Computer Studies, Margery Segraves, with prorated salary and benefits.

DT/LKE:di/M Segraves BT 12-14-05