

Date:

To Dr. Garcia:

It is my intent to resign and retire from the Sonoma County Junior College District. My last day of paid service will be _____ .

My official CalSTRS retirement date will be _____ (must be at least one day after your last day on pay).

Printed Name of Associate Faculty Member

Signature of Associate Faculty Member

cc: Robert Holcomb, Vice President, Academic Affairs
Kate Jolley, Vice President, Finance and Administrative Services
Alia Dunphy, Vice President, Human Resources
Christie Colón, HR Specialist, Benefits
Brenda Dixon, Executive Assistant, HR