The California State University
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802-4275
(310) 985-2674

Date: November 26, 1996
To: Presidents
From: June M. Cooper
Vice Chancellor
Human Resources and Operations

Subject: Establishment of New Classification for Casual Workers

Effective December 1, 1996, Human Resources is establishing a new classification of Casual Worker (Class Code 1800) in the excluded (E99) category. This classification is designed to cover employees who are hired on a part-time, temporary, and intermittent basis to perform work that meets the “non-exempt” criteria of the Fair Labor Standards Act (FLSA). Casual Workers perform intermittent work of limited duration such as proctoring an examination, teaching for an art class, or teaching a cultural dance to a physical education class. Casual workers are paid on an hourly basis and they are not eligible for benefits, sick leave, vacation leave, and shift differential. Incumbents are not eligible to earn permanent status in the Casual Worker classification. The salary range for this classification is as follows:

Class Title: Casual Worker
Class Code: 1800
Salary Range: $4.75 to $25.00 per hour
FLSA: Non-exempt

Further salary schedule information will be forthcoming in a Pay Letter 96-08. If you have questions or concerns, please call Ron Hull (310/985-2653) or Pamela Chapin (310/985-2652) in Human Resources.

JMC/rh

Distribution:

Vice Presidents, Academic Affairs
Vice Presidents, Administration
Vice Presidents, Student Affairs
Vice Presidents, University Advancement
Vice Presidents, Information Systems
Associate Vice Presidents/Deans, Faculty Affairs
Personnel Officers
Employee Relations Designees
Benefits Officer 5
Payroll Supervisor 5
Budget Officers