

The California State University
Office of the Chancellor
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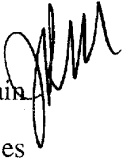
Date: May 16, 2000

Code: HR 2000-09

To: CSU Presidents

Please Respond By
June 2, 2000

From: Jackie R. McClain
Vice Chancellor
Human Resources



Subject: WORKSHOP - PAYROLL ADMINISTRATION

Human Resources will present a two-day payroll administration workshop at the Holiday Inn-Capitol Plaza in Sacramento, California on Monday and Tuesday, June 19-20, 2000¹. The workshop is designed to update campus Payroll Managers on current payroll administration issues.

Presentations will be given by Chancellor's Office Employee Relations and Human Resources Administration staff, the State Controller's Office (SCO) and members of the Payroll Review Committee. A panel discussion will be presented by campus participants in the Peoplesoft prototyping and business process sessions, with an on-line system demonstration. An agenda is attached for reference.

Please note that June 2, 2000 is the registration deadline. Please have your payroll managers contact Carolyn Duckett in Human Resources Administration at (562) 951-4411 or at cduckett@calstate.edu to register for the workshop. If you have any questions about the workshop, call Theresa Hines at (562) 951-4412.

JRMcC/dth
Attachment

¹ Rooms reserved for the CSU Payroll Conference will be available through May 28, 2000. A company check, credit card or purchase order is required to receive tax exemption.

Distribution:

All With Attachment

Chancellor
Vice Presidents, Administration
Human Resources Directors
Payroll Managers
Business Managers
Employee Relations Designees

PAYROLL ADMINISTRATION WORKSHOP
JUNE 19-20, 2000
HOLIDAY INN, CAPITOL PLAZA – EL DORADO ROOM
300 J Street
Sacramento, California 95814
(916) 446-0100

TENTATIVE AGENDA

MONDAY, JUNE 19, 2000

- 9:00 a.m. HUMAN RESOURCES UPDATE
Cathy Robinson, Senior Director, Human Resources Administration
Pam Chapin, Senior Manager, Benefits and Salary Administration
Theresa Hines, Senior Manager, Payroll and Personnel Programs
- 10:30 a.m. EMPLOYEE RELATIONS UPDATE
Sam Strafaci, Senior Director, Employee Relations
- 12:00 noon LUNCH
- 1:00 p.m. PEOPLESOFT BASELINE PANEL DISCUSSION and DEMONSTRATION
to
5:00 p.m.
 - Nancy Edwards, CSU Northridge
 - Jackie Garcia, San Jose State University
 - Sandy Gunderson, CSU Long Beach
 - Jeannine Jacobson, Cal Poly San Luis Obispo
 - Steve O'Donnell, Peoplesoft, Inc.
 - Blanca Rodriguez, CSU Los Angeles
 - Wesley Scheibly, CSU Hayward
 - Jane Self, Cal Poly Pomona
 - Susan Vaquilar, CSU Fresno

TUESDAY, JUNE 20, 2000

- 8:30 a.m. 21ST CENTURY PROJECT UPDATE
John Harrigan, Chief, Personnel Payroll Services Division,
State Controller's Office
- 10:00 a.m. STATE CONTROLLER'S OFFICE OPERATIONS UPDATE
Ralph Zentner, Chief, Personnel Payroll Operations Branch and Staff,
State Controller's Office
- 12:00 noon LUNCH
- 1:00 p.m. PAYROLL OFFICER'S ROUNDTABLE DISCUSSION
- 2:30 p.m. PAYROLL REVIEW COMMITTEE UPDATE
Members of the Committee
- 3:00 p.m. WRAP-UP and EVALUATION