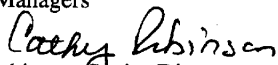


THE CALIFORNIA STATE UNIVERSITY
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Date: July 19, 2000 **Code:** TECHNICAL LETTER
HR/SA 2000-14

To: Human Resources Directors
Payroll Managers

From: 
Cathy Robinson, Senior Director
Human Resources Administration

Subject: **2000/2001 SALARY PROGRAM FOR UNIT 1 EMPLOYEES**

The CSU completed contract negotiations with Unit 1, Union of American Physicians and Dentists (UAPD), and FY 2000/2001 salary program enhancements follow:

■SALARY STRUCTURE ADJUSTMENTS

- Effective July 1, 2000, the minimum and maximum of the salary ranges will increase by 4.2%.
- Effective July 1, 2000, the minimum and maximum of the salary ranges will increase by the 0.6% Special General Salary Adjustment (SGSA) as a result of settlement of Systemwide Grievance No. 1-99-002 for a combined total increase of 4.8%.

■SALARY ADJUSTMENTS

✓General Salary Increase (GSI)

- Effective July 1, 2000, employees will receive a 4.8% increase as a result of the 4.2% GSI and the 0.6% SGSA.

✓Equity Adjustment

- Pursuant to a Memorandum of Understanding, after the July 1, 2000 GSI and SGSA increases are processed, a limited number of employees shall receive a one-time flat dollar equity adjustment to their monthly salary rate. Affected campuses will be notified by separate memorandum.

✓Performance-Based Salary Increase

- The Performance-Based Salary Increase (PBSI) pool will be based upon the equivalent of a 1.15% increase to the total Unit 1 payroll as of October 1, 2000. PBSIs of up to 5% may be awarded for base pay increases not to exceed the maximum of the salary range. The effective date for a PBSI from the systemwide pool is July 1, 2000.
- The PBSI pool may be augmented by campus funds. PBSIs provided solely from campus funds may be effective at the beginning of any pay period.
- All employees with an annual overall performance evaluation rating above satisfactory or its equivalent shall receive a PBSI. All employees on a given campus with the same overall performance evaluation rating shall receive the same percentage PBSI. The difference in PBSIs awarded to employees with different overall performance evaluation ratings on the same campus shall not be greater than a ratio of 2.0 to 1 based on the percentage increase awarded.

-Over-

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Benefits Officers
Employee Relations Designees
Director, SOSS

■ PAYROLL PROCESSING INSTRUCTIONS

✓ **General Salary Increase**

- No campus processing is required to implement the GSI or SGSA. The CSU Audits unit in the State Controller's Office will key the 4.8% combined GSI and SGSA via the GEN transaction. The SCO anticipates the majority of transactions will be completed prior to the July payroll cut-off.

✓ **Equity Adjustment**

- Campuses with employees eligible for the equity adjustment should key a CRO transaction and indicate the new salary in Item 820. This equity adjustment has an effective date of July 1, 2000. Enter "HR/SA 2000-14" in Item 215.

✓ **Performance-Based Salary Increase**

- Detail Transaction Code descriptions for PBSI processing via SCR transaction will be as follows:

<u>Code</u>	<u>Description</u>	<u>Funds</u>
50	Merit/performance increase	Systemwide compensation pool or campus augmentation or special funds

Employees on an unpaid leave of absence as of July 1, 2000, may receive a PBSI from the systemwide compensation pool effective upon their return from leave via A57/A58 transaction. (Reference "HR/SA 2000-14" in Item 215.)

■ GENERAL NOTES:

✓ **Maintaining the Anniversary Date**

- Although there is no SSI in FY 2000/2001, campuses should continue to maintain employee anniversary dates. Please review anniversary dates to ensure accuracy. If a correction is needed, use the CRO transaction and enter "HR-SA 2000-14" in Item 215. HR-ISA will roll the anniversary dates forward at the end of the fiscal year for all employees who have an anniversary date between July 2000 and June 2001.

Revised Unit 1 payscales for FY 2000/2001 will be available via CIRS on July 20, 2000. This report may be accessed from Report Code G20, Cycle 9999.

Each campus will receive a joint memo after October 1, 2000, from Employee Relations and Business and Finance identifying its share of the performance pool systemwide funds available for each collective bargaining unit.

If you have any questions regarding this information, please contact Pamela Chapin in Human Resources Administration at (562) 951-4414.

This technical letter is also available on the Human Resources Administration's web page at: <http://www.calstate.edu/tier3/HR-Adm/memos.html>.

CR/pc