

The California State University
Office of the Chancellor
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Date: May 4, 2001

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To: CSU Presidents

Please Respond By
May 25, 2001

From: Jackie R. McClain
Vice Chancellor
Human Resources



Subject: **WORKSHOP - PAYROLL ADMINISTRATION**

Human Resources is pleased to announce its annual payroll administration workshop at the Holiday Inn-Capitol Plaza in Sacramento on Monday and Tuesday, June 11-12, 2001¹. The workshop is designed to update campus Payroll Managers on current payroll administration issues.

Presentations will be given by the Chancellor's Office Human Resources Administration and Labor Relations staff, State Controller's Office staff and the CMS Human Resources Users Group (HUG) Chair. An agenda is attached for your reference.

For your convenience, we are using our on-line registration system which is available at: http://www.calstate.edu/tier3/HR/payadm_info.html. As always, we look to the campuses to determine appropriate attendees. Friday, May 25, 2001 is the registration deadline. If you have any questions about the workshop, please contact Ms. Carolyn Duckett in Human Resources Administration by calling (562) 951-4411, or via e-mail at cduckett@calstate.edu. Thank you.

JRMcC/dth
Attachment

¹ Rooms reserved for the CSU Payroll Conference will be available through May 21, 2001.
A company check, credit card or purchase order is required to receive tax exemption.

Distribution: **All With Attachment**

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

PAYROLL ADMINISTRATION WORKSHOP
JUNE 11-12, 2001
HOLIDAY INN, CAPITOL PLAZA – FRESNO BALLROOM
300 J Street
Sacramento, California 95814
(916) 446-0100

AGENDA

MONDAY, JUNE 11, 2001

- 9:00 a.m. **HUMAN RESOURCES UPDATE**
Cathy Robinson, Senior Director, Human Resources Administration
Gina Caywood, Senior Manager, Information & Compensation Projects
Pam Chapin, Senior Manager, Benefits and Salary Administration
Theresa Hines, Senior Manager, Payroll and Personnel Programs
- 12:00 noon **LUNCH**
- 1:00 p.m. **COLLECTIVE BARGAINING UPDATE**
Sam Strafaci, Assistant Vice Chancellor, Human Resources
- 2:00 p.m. **ACADEMIC PERSONNEL UPDATE**
Cordelia Ontiveros, Senior Director, Academic Personnel Services
- 2:30 p.m. **PAYROLL OFFICERS' ROUNDTABLE DISCUSSION**
to
5:00 p.m.

TUESDAY, JUNE 12, 2001

- 8:30 a.m. **21ST CENTURY PROJECT UPDATE**
Don Scheppmann, 21st Century Project Manager, Business & Administration
State Controller's Office
- 10:00 a.m. **STATE CONTROLLER'S OFFICE OPERATIONS UPDATE**
Ralph Zentner, Acting Chief, Personnel Payroll Services Division
State Controller's Office
- 12:00 noon **LUNCH**
- 1:00 p.m. **CMS HUMAN RESOURCES USERS GROUP (HUG) UPDATE**
Linda Smothers, Chairperson
CSU Fresno
- 3:00 p.m. **WRAP-UP and EVALUATION**