

The California State University  
Office of the Chancellor  
401 Golden Shore  
Long Beach, CA 90802-4210  
(562) 951-4411

Code: HR 2001-16

Date: July 6, 2001

To: CSU Presidents

Please Respond by  
July 27, 2001

From: Jackie R. McClain  
Vice Chancellor  
Human Resources



Subject: SYSTEMWIDE CSU BENEFITS WORKSHOP

We are pleased to announce our annual information and training program for campus Benefits staff. A draft agenda, developed after consultation with campus Benefits personnel, is attached for your reference. Meeting information follows:

<u>Date</u>	<u>Location</u>
August 6-7, 2001	Holiday Inn - Capitol Plaza
Monday - 8:00 a.m - 5:00 p.m.	300 J Street
Tuesday - 8:00 a.m. - 1:00 p.m.	Sacramento
	(916) 446-0100

Meeting space is available to accommodate two employees per campus. Participants may register by email to: [educkett@calstate.edu](mailto:educkett@calstate.edu) by July 27, 2001. Registration confirmations will be sent to participants during the following week.

Arrangements have been made to hold a block of rooms for August 5 and 6 at the Holiday Inn. Participants are responsible for making their own hotel reservations by calling (916) 446-0100. The cut-off date for reservations at the state rate is July 20, 2001.

-Over-

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**Distribution:**

Vice Presidents, Academic Affairs	(Without Attachment)
Vice Presidents, Administration	"
Associate Vice Presidents/Deans, Faculty Affairs	"
Director, SOSS	"
Human Resources Directors	(With Attachment)
Benefits Officers	"
Payroll Managers	"

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

If you have any questions, please call Pamela Chapin, Senior Manager of Benefits and Salary Administration at (562) 951-4414.

JRMcC/pc

Attachment

CSU BENEFITS WORKSHOP  
August 6-7, 2001  
Holiday Inn – Capitol Plaza, Sacramento

TENTATIVE AGENDA

Monday, August 6

8:00 a.m.	Registration	CO Staff
8:30 a.m.	Introductions	
8:45 a.m.	Benefits Update	CO Staff
	<ul style="list-style-type: none"><li>• HCRA update (TAPP, Domestic Partner)</li><li>• Leave Programs (FML, Cat Leave, MAT/PAT, Military, Bereavement)</li><li>• FlexCash, Dependent Care</li><li>• TSA (SCO, guide, limits)</li><li>• Part-time Lecturers</li><li>• Tax issues</li><li>• Fee Waiver</li><li>• Retiree Issues (check-out procedures, new health benefit rules)</li></ul>	
10:15 a.m.	Break	
10:30 a.m.	HCRA and Dependent Care Claims Process	MAP
11:00 a.m.	Benefits Deductions Overview	SCO
11:30 a.m.	Preview of CSU Benefits Web Site	CO Staff
Noon	Lunch	
1:00 p.m.	Insurance Overview Voluntary life, employer paid, LTD	Standard Insurance
3:00 p.m.	Break	
3:15 p.m.	Open Enrollment	CO Staff
3:30 p.m.	Leave Coordination	CO Staff
4:00 p.m.	Benefits Roundtable	
5:00 p.m.	Adjourn	

CSU BENEFITS WORKSHOP  
August 6-7, 2001

TENTATIVE AGENDA

Tuesday, August 7

8:30 a.m.	Medicare/Social Security	Christine Plumb HCFA
9:00 a.m.	Medicare	Chantal Neal PERS
10:30 a.m.	Break	
10:45 a.m.	Open Enrollment	PERS Staff
Noon	Wrap-up	
12:30 p.m.	Adjourn	