

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

Code: HR 2002-18

Date: June 7, 2002

To: CSU Presidents

Please Respond by
July 26, 2002

From: Jackie R. McClain
Vice Chancellor
Human Resources

Subject: **SYSTEMWIDE CSU BENEFITS CONFERENCE**

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

Date

August 6-7, 2002
Tuesday - 8:00 a.m - 5:00 p.m.
Wednesday - 8:30 a.m. - 3:00 p.m.

Location

Crowne Plaza - LAX
5985 West Century Blvd.
Los Angeles, CA 90045-5463
(310) 642-7500

Meeting space is available to accommodate two employees per campus. Participants may register by completing the attached form and faxing it to Carolyn Duckett at (562) 951-4954 by July 25, 2002. Registration confirmations will be sent to participants the following week.

Arrangements have been made with Crowne Plaza to hold 20 rooms at a rate of \$84 per night for August 5 and 6. Participants are responsible for making their own hotel reservations by calling (310) 642-7500 and should reference the CSU Benefits Conference. The cut-off date for reservations at this reduced rate is July 22, 2002.

Distribution:

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

This Human Resources letter is available on the Human Resources Administration's web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

If you have any questions, please call Pamela Chapin at (562) 951-4414.

JRMCC/pc

Attachments

CSU Benefit Officers Meeting
August 6-7, 2002
Crowne Plaza – LAX

Tuesday, August 6

- | | |
|------------|--|
| 8:00 a.m. | Registration |
| 8:30 a.m. | Introductions/Overview |
| 9:00 a.m. | Benefits Update <ul style="list-style-type: none">• Part-time Lecturer benefits• Fee Waiver• Leave Program Changes• EGTRRA• Paycheck issue |
| 10:30 a.m. | Break |
| 10:45 a.m. | Benefits Update – cont. <ul style="list-style-type: none">• Voluntary Life Insurance• Open Enrollment |
| 11:30 p.m. | Citicorp Mortgage Program |
| Noon | Lunch |
| 1:00 p.m. | Overview of CalPERS new State Retirement Handbook |
| 3:00 p.m. | Break |
| 3:15 p.m. | Family Medical Leave Primer |
| 4:00 p.m. | Benefits Roundtable |
| 5:00 p.m. | Adjourn |

Wednesday, August 7

8:30 a.m.	CalPERS Open Enrollment Presentation
10:30 a.m.	Break
10:45 a.m.	Health Benefits Enrollment Systems Update
11:30 a.m.	Retiree Issues
Noon	Lunch
1:00 p.m.	Savings Plus Program (Department of Personnel Administration)
1:30 p.m.	Dental Program Issues
2:00 p.m.	Benefit Communication Tools

BENEFITS OFFICERS' CONFERENCE

AUGUST 6-7, 2002

CROWN PLAZA HOTEL
5985 WEST CENTURY BOULEVARD
LOS ANGELES, CALIFORNIA 90045-5463

Conference Registration Form

Please check the date(s) you plan to attend:

Tuesday, August 6, 2002 _____ Wednesday, August 7, 2002 _____

Names: _____

Titles: _____

Phone: _____

Fax: _____

Email: _____

Campus: _____

Manager Approval

Date

Registration must be received by July 26, 2002. Please fax your registration form to Carolyn Duckett at (562) 951-4954. If you have questions regarding the conference, please call (562) 951-4411. Thank you.