

THE CALIFORNIA STATE UNIVERSITY  
Office of the Chancellor  
401 Golden Shore  
Long Beach, California 90802-4210  
(562) 951-4411

**Date:** July 15, 2002 **Code:** TECHNICAL LETTER  
HR/Salary 2002-10

**To:** Human Resources Directors  
Payroll Officers

**From:** Cathy Robinson, Senior Director  
Human Resources Administration

**Subject:** 2002/03 Salary Program for Physician (Unit 1) Employees

The California State University (CSU) signed a side agreement with the Union of American Physicians and Dentists (UAPD) to modify the salary provisions of the collective bargaining agreement for fiscal year 2002/03 only. The terms of this agreement are as follows:

❖ **Salary Programs:**

- 1.62% General Salary Increase (GSI) effective July 1, 2002
- Performance-Based Salary Increase (PBI) from campus funds

**Detailed Program Information for Salary Provisions**

To help campuses process actions, processing instructions are provided in Attachment A and include information on pay scales, employment history (PIMS) and payroll impact as well as CMS PeopleSoft baseline impact for Administer Workforce. For campus convenience, program information and processing instructions for new and on-going salary provisions are provided on Human Resources Web site at: <http://www.calstate.edu/HRAdm/SalaryProgram/index.shtml>. Information for new salary provisions is provided below:

❖ **General Salary Increase (GSI):**

- Effective July 1, 2002, the State Controller's Office (SCO) will post a 1.62% GSI to individual salary rates of all bargaining unit members and to salary range minimums, service maximums and maximums of all bargaining unit classifications. The GSI mass update program will run on July 19, 2002.
- The mass update program automatically posts GSIs for active employees whose appointment expiration date has passed. In order to assist campuses in

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**Distribution:**

CSU Presidents  
Vice Chancellor, Human Resources  
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Director, SOSS  
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Directors, Student Health Centers

identifying these employees, **CIRS Compendium Report H50, Cycle 0207**, will be available to campuses on July 25, 2002.

The following processing instruction is provided in Attachment A:

- Salary Increase Programs: I – General Salary Increase

❖ **Performance-based Salary Increase (PBSI):**

- No systemwide funds are allocated for the PBSI program this fiscal year.
- Campuses with unspent PBSI funds from 2001/02 must rollover these funds into the PBSI pool for 2002/03. PBSIs from these funds are effective July 1, 2002.
- PBSIs from campus funds can be awarded at any time.

The following processing instruction is provided in Attachment A:

- Salary Increase Programs: II – Performance-Based Salary Increase

Please note the employees on Military Leave receiving Military Difference in Pay CSU salary supplement should have the difference between the CSU salary and the military pay recalculated based on the employee's new salary rate, pursuant to CSU policy.

For your reference, a copy of the side agreement is provided in Attachment B. Questions regarding this technical letter may be directed to Human Resources Administration at (562) 951-4411. This document is available on Human Resources' Web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

CR/gc

**TECHNICAL LETTER  
HR/Salary 2002-10  
ATTACHMENT A**

<b>PROCESSING INSTRUCTIONS</b>
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**SALARY INCREASE PROGRAMS  
I - General Salary Increase**

<b>PAY SCALES IMPACT:</b>	
Change Summary:	Increase the minimums, service maximums and maximums of the ranges by 1.62%.
Class Code(s):	All Unit 1 classifications
CBID:	R01
Pay Scales Effective Date:	07/01/02
Date in Production:	07/20/02
Pay Letter:	2002-04

<b>EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:</b>	
Processing Responsibility:	SCO mass update
Processing Date(s):	07/19/02
Effective Date:	07/01/02
PIMS Transaction:	GEN
Detailed Transaction Code (Item 719)	N/A
EH Remarks (Item 215)	HR/SA 2002-10
Pay Amount:	1.62%
Pay Form:	Base salary increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	<ul style="list-style-type: none"> <li>• Increases are effective on 07/01/02 for employees on NDI supplementing with Catastrophic Leave (S49 Transaction, Item 957 = 40) on 07/01/02.</li> <li>• Increases for other employees on leave (non-pay status) are to be keyed by the campus via GEN Transaction, effective the date the employee returns to pay status.</li> </ul>
Additional Information:	<ul style="list-style-type: none"> <li>• All employees who are active as of 07/01/02 will receive the GSI via GEN Transaction, including those employees whose appointment expiration date is prior to 07/01/02 who have not been separated.</li> </ul>
SCO Personnel Letter:	<a href="http://www.sco.ca.gov/ppsd/scoltrs/">http://www.sco.ca.gov/ppsd/scoltrs/</a>

<b>COMMON MANAGEMENT SYSTEMS (CMS) INSTRUCTIONS:</b>	
Pay Scales Impact:	Salary Schedule Load provided by HR-ISA to SOSS on 07/15/02.
GSI/SSI Load Impact:	Yes. Refer to Business Process Guide for instructions.
Action/Reason:	Pay Rate Change/General Salary Increase (Pay Rt Chg/GSI)
Baseline Instructions:	<a href="http://www.calstate.edu/hrpims/awppm/awppm.htm">http://www.calstate.edu/hrpims/awppm/awppm.htm</a>

<b>PROCESSING INSTRUCTIONS</b>
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**SALARY INCREASE PROGRAMS**  
**II - Performance-Based Salary Increase**

<b>PAY SCALES IMPACT:</b>	
Change Summary:	N/A
Class Code(s):	N/A
CBID:	N/A
Pay Scales Effective Date:	N/A
Date in Production:	N/A
Pay Letter:	N/A

<b>EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:</b>	
Processing Responsibility:	Campus
Processing Date(s):	At the discretion of the President, at the beginning of a pay period.
Effective Date:	<ul style="list-style-type: none"> <li>• PBSIs awarded from systemwide performance funds not spent in prior years are effective 07/01/02.</li> <li>• PBSIs awarded from campus funds can be effective at any time, at the discretion of the President; however, the effective date must be the beginning of a pay period.</li> </ul>
PIMS Transaction:	SCR
Detailed Transaction Code (Item 719)	50
EH Remarks (Item 215)	N/A
Pay Amount:	Maximum of 5% of the employee's base pay, not to exceed the performance maximum.
Pay Form:	Base salary increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	PBSIs from prior systemwide funds: <ul style="list-style-type: none"> <li>• Increases are effective 07/01/02 for employees on NDI supplementing with Catastrophic Leave (S49 Transaction, Item 957= 40) on 07/01/02.</li> <li>• Increases for other employees on leave (non-pay status) are to be keyed by the campuses via SCR Transaction effective the date the employee returns to pay status.</li> </ul>
Additional Information:	Refer to Article 19 of the collective bargaining agreement.
SCO Personnel Letter:	<a href="http://www.sco.ca.gov/ppsd/scoltrs/">http://www.sco.ca.gov/ppsd/scoltrs/</a>

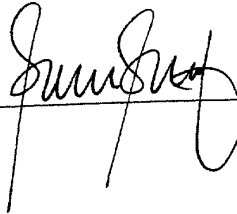
<b>COMMON MANAGEMENT SYSTEMS (CMS) INSTRUCTIONS:</b>	
Pay Scales Impact:	N/A
GSI/SSI Load Impact:	N/A
CMS Action/Reason:	Pay Rate Change/Merit/Performance Increase (Pay Rt Chg/MER)
CMS Baseline Instructions:	<a href="http://www.calstate.edu/hrpims/awppm/awppm.htm">http://www.calstate.edu/hrpims/awppm/awppm.htm</a>

MUTUAL MODIFICATION OF  
COLLECTIVE BARGAINING AGREEMENT BETWEEN  
THE BOARD OF TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY  
AND THE  
CALIFORNIA FEDERATION OF THE UNION OF AMERICAN PHYSICIANS  
AND DENTISTS  
UNIT 1 - PHYSICIANS  
JULY 1, 2001 - JUNE 30, 2004

Notwithstanding any other provisions of the parties' Agreement, the parties mutually agree to modify the Agreement as follows:

In accordance with provision 19.3 of the parties' Agreement, a 1.62% General Salary Increase shall be provided effective July 1, 2002, whether or not the Final CSU FY2002/03 Budget has been signed into law as of that date.

THE CALIFORNIA STATE UNIVERSITY

By:  - 6/17/02

CALIFORNIA FEDERATION OF THE UNION OF AMERICAN  
PHYSICIANS AND DENTISTS

By: Pam Manwiller 6-17-02