

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

Date: August 23, 2005

Code: **TECHNICAL LETTER**
HR/Benefits 2005-17

To: Human Resources Directors
Benefit Officers

From: Cathy Robinson
Assistant Vice Chancellor
Human Resources Administration



Subject: **Benefits Update – SETC Represented Employees (Unit 6)**

The California State University (CSU) and State Employees Trades Council (SETC - Unit 6) reached a new three-year agreement effective July 1, 2005, through June 30, 2008. Updates to the benefits and leave programs are outlined below:

Funeral Leave Increase

An employee, upon request, shall be granted five (5) days leave with pay for each death of a significantly close relative or an immediate family member, as defined in Article 18.10 of the collective bargaining agreement. Limited hourly employees are eligible for funeral leave if scheduled to work at the time of the funeral, and will be paid the number of hours scheduled to work.

Maternity/Paternity/Adoption Leave Contract Language Update

An employee appointed in a Unit 6 position shall be entitled to up to thirty (30) workdays of “maternity/paternity/adoption leave” with pay to care for a new infant or adopted child up to age five (5), which shall commence upon the birth or placement of a child. Once the leave begins, days must be taken consecutively. The scheduling of this leave may be modified by mutual agreement between the President and the employee.

Rural Health Care Stipend – 2005/2006

A one-time stipend of five hundred dollars (\$500) will be paid to each full-time employee during fiscal year 2005/2006, if the following criteria are met during the August 2005 pay period:

- ✓ Employee resides in a zip code contained in “California’s Proposed Eligible Rural Subsidy Zip Codes by County” list dated January 1, 2005;
- ✓ Employee is enrolled in a non-Health Maintenance Organization (HMO) health benefits plan; and
- ✓ Employee is in an active position or on-leave status.

This amount will be calculated on a pro-rata basis for part-time employees. For processing instructions, please refer to HR/Salary 2005-16.

Distribution:

CSU Presidents
Payroll Managers
State Controller’s Office

Vice Chancellor, Human Resources
Director, SOSS

Termination of Long Term Disability Benefit

As the result of negotiations, the long-term disability (LTD) benefit has been terminated, **effective midnight July 31, 2005**, and the final LTD deduction was taken during the July pay period. The State Controller's Office processed a mass update to cancel the LTD enrollment for all Unit 6 employees, and terminated deduction code 250-105 from their benefit deduction tables. No campus action is required.

Attachment A is a letter that campuses may use to communicate these updates to Unit 6 employees.

Questions regarding this technical letter may be directed to Human Resources Administration at (562) 951-4411. This technical letter is also available on the Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

CR/mh

Attachment

Campus Communication to Unit 6 Employees

Date:

Attention Employee Name

The California State University (CSU) and State Employees Trades Council (SETC - Unit 6) reached a new three-year agreement effective July 1, 2005, through June 30, 2008. This agreement was ratified on August 22, 2005. Please note the following updates to the benefits and leave programs:

Funeral Leave Increase

Upon request, you shall be granted five (5) days leave with pay for each death of a significantly close relative or an immediate family member, as defined in the collective bargaining agreement. Limited hourly employees are eligible for funeral leave if scheduled to work at the time of the funeral, and will be paid the number of hours scheduled to work.

Maternity/Paternity/Adoption Leave Contract Language Update

You are entitled to up to thirty (30) workdays of "maternity/paternity/adoption leave" with pay to care for a new infant or adopted child up to age five (5), which shall commence upon the birth or placement of a child. Once the leave begins, days must be taken consecutively. The scheduling of this leave may be modified by mutual agreement between the President and the employee.

Rural Health Care Stipend – 2005/2006

A one-time stipend of five hundred dollars (\$500) will be paid to each full-time employee during fiscal year 2005/2006, if the following criteria are met during the August 2005 pay period:

- ✓ Employee resides in a zip code contained in "California's Proposed Eligible Rural Subsidy Zip Codes by County" list dated January 1, 2005; and also be
- ✓ Employee is enrolled in a non-Health Maintenance Organization (HMO) health benefits plan.
- ✓ Employee is in an active or on-leave status position.

This amount will be calculated on a pro-rata basis for part-time employees.

Termination of Long Term Disability (LTD) Benefit

As a result of contract negotiations, please be advised that as of July 31, 2005, you are no longer enrolled in the LTD benefit. Consequently, the last LTD deduction appeared on your pay warrant dated August 1, 2005.

If you have any questions regarding information stated in this notice, please contact your campus Benefits Representative.

Sincerely,

Human Resources Department