


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/Salary 2005-15

To: Human Resources Directors
Payroll Officers

From: Cathy Robinson 
Assistant Vice Chancellor
Human Resources Administration

Subject: **2005/06 Salary Program for Physician (Unit 1) Employees**

The California State University (CSU) has reached a reopener agreement with the Union of American Physicians and Dentists (UAPD) for fiscal year 2005/06, as provided below.

❖ **Salary Program:**

- 3.5% General Salary Increase (GSI) effective July 1, 2005
- Removal of Service Maximums

Detailed Program Information for Salary Provisions:

❖ **General Salary Increase (GSI):**

- Effective July 1, 2005, the State Controller's Office (SCO) will post a 3.5% GSI to individual salary rates of all bargaining unit members and salary range minimums and maximums of all bargaining unit classifications. All employees who are active at the time the GSI is processed will receive the GSI retroactive to July 1, 2005, or the employee's hire date, if the hire date is after July 1, 2005, and before the GSI is processed. The SCO will key these increases beginning August 25, 2005.
- The SCO will not process GSIs for active employees whose appointment expiration date has passed. In order to assist campuses in identifying these employees, CIRS Compendium Report F95, Cycle 0509, is available for campus reference.

The following processing instructions are provided in Attachment A:

⇒ Salary Increase Programs I – General Salary Increase

Distribution:

CSU Presidents
Vice Chancellor, Human Resources
Vice Presidents, Administration
Vice Presidents, Student Affairs

Director, SOSS
Budget Officers
Directors, Student Health Centers

❖ **Removal of Service Maximum**

- Effective July 1, 2005, the Service Maximums will be removed from the Unit 1 pay scales. Anniversary Dates for current employees with a month and year (MMYY) in the Anniversary Date field will be updated to “NONE” by the SCO when they key the GSI. Employees whose Anniversary Dates reflect “9999” need no changes. Anniversary Dates for future employees must be set to “NONE” or “MAX,” as appropriate.

Please note that 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 complete information and processing instructions for all salary programs, refer to Human Resources Administration’s Salary Program Web site at: <http://www.calstate.edu/HRAdm/SalaryProgram/index.shtml>. Additional instructions are provided in the SCO’s Personnel Letter.

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

CR/ac

Attachment

PROCESSING INSTRUCTIONS

SALARY INCREASE PROGRAMS
I - General Salary Increase

PAY SCALES IMPACT:	
Change Summary:	Increase the minimums and maximums of the ranges by 3.5%. Remove Service Maximums.
Class Code(s):	All Unit 1 classifications
CBID:	R01
Pay Scales Effective Date:	07/01/05
Date in Production:	08/25/05
Pay Letter:	2005-04

EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:	
Processing Responsibility:	SCO will key increases into PIMS database
Processing Date(s):	08/25/05
Effective Date:	07/01/05
PIMS Transaction:	GEN
Detailed Transaction Code (Item 719)	N/A
EH Remarks (Item 215)	HR/SA 2005-15
Pay Amount:	3.5%
Pay Form:	Base salary increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	<ul style="list-style-type: none"> • Increases are effective 07/01/05 for employees on NDI supplementing with Catastrophic Leave (S49 Transaction, Item 957 = 40) on 07/01/05. • Increases for other employees on leave (non-pay status) prior to July 1, 2005 are to be keyed by the campus via GEN Transaction, effective the date the employee returns to pay status. If the Anniversary Date is "MMYY," correct it to "NONE" on the GEN.
Additional Information:	<ul style="list-style-type: none"> • All employees who are active as of 07/01/05 will receive the GSI via GEN Transaction, with exception to those employees whose appointment expiration date is prior to 07/01/05.
SCO Personnel Letter:	http://www.sco.ca.gov/ppsd/scoltrs/

COMMON MANAGEMENT SYSTEMS (CMS) INSTRUCTIONS:	
Pay Scales Impact:	Salary Schedule Load provided by HR-ISA to SOSS on 08/23/05.
GSI/SSI Load Impact:	Yes
Action/Reason:	Must map to PIMS GEN Transaction