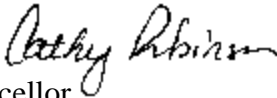



**THE CALIFORNIA STATE UNIVERSITY**  
**Office of the Chancellor**  
**401 Golden Shore**  
**Long Beach, California 90802-4210**  
**(562) 951-4411**

**Date:** October 13, 2005

**Code:** **TECHNICAL LETTER**  
**HR/Salary 2005-18**

**To:** Associate Vice Presidents/Deans of Faculty  
Human Resources Directors  
Payroll Managers

**From:** Cathy Robinson   
Assistant Vice Chancellor  
Human Resources Administration

Cordelia Ontiveros   
Senior Director  
Academic Human Resources

**Subject:** **Fiscal Year 2005/06 General Salary Increase for Faculty (Unit 3)**

The California State University (CSU) and the California Faculty Association (CFA) reached agreement on a General Salary Increase (GSI) for faculty (Unit 3) employees for fiscal year (FY) 2005/06. A 3.5% GSI will be effective retroactive to July 1, 2005.

➤ **General Salary Increase (GSI):**

- Effective the July 2005 pay period, a 3.5% GSI will be posted to the salary of each faculty unit employee (including full professors with salaries above the range maximum) and will be applied to the minimum, SSI maximum, range maximum, and special schedules of Unit 3 classifications.
- The State Controller's Office (SCO) will post the GSI via GEN transaction via mass update on the weekend of October 14, 2005. Employees appointed on or after July 1, 2005, but before the mass update is run, will also have the GSI applied to their salary. Refer to the SCO's Personnel Letter for processing timelines and instructions.
- Campuses may access compendium Report Code H50, Cycle 0511, to identify non-academic year employees who received the GSI in error because their appointment expiration date was prior to July 1, 2005 but they were not separated. Report H50 will be available October 17, 2005.
- The updated Unit 3 salary schedule will be available on the CSU web site (<http://www.calstate.edu/hrpims/salary.htm>) after the mass update has been completed.

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**Distribution:**

Chancellor Reed  
Vice Chancellor, Human Resources  
CSU Presidents  
Vice Presidents, Academic Affairs

Vice Presidents, Administration  
Budget Officers  
Employee Relations Designees  
Director, SOSS

The following processing instruction is provided in Attachment A:

- Salary Increase Programs: I – General Salary Increase.

Questions regarding processing instructions should be directed to your campus CSU Audits representative at the State Controller's Office. Questions regarding administrative information in this technical letter should be directed to Human Resources Administration at (562) 951-4411. Questions regarding collective bargaining aspects of this technical letter should be directed to Cordelia Ontiveros at (562) 951-4503, or via e-mail at [contiveros@calstate.edu](mailto:contiveros@calstate.edu).

This technical letter is also available via Human Resources Administration's web page at: <http://www.calstate.edu/HRAdm/memos.shtml>. Thank you.

CR/CO

**PROCESSING INSTRUCTIONS**  
**Salary Increase Programs**  
**I. GENERAL SALARY INCREASE (GSI)**

<b>PAY SCALES IMPACT:</b>	
Change Summary:	Increase the minimums, service maximums and maximums of the range by 3.5%.
Class Code(s):	All Unit 3 classifications
CBID:	R03
Pay Scales Effective Date:	7/01/05
Date in Production:	10/14/05
Pay Letter:	2005-06 (to be released 10/17/05)

<b>EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:</b>	
Processing Responsibility:	GEN: The SCO will generate via the mass update program. A54C: Campuses will process Special Payment corrections to incorporate the GSI after 10/14/05.
Processing Date(s):	10/14/05
Effective Date:	7/01/05
PIMS Transaction:	GEN A54C for Special Payment Transaction corrections
Detailed Transaction Code (Item 719)	N/A
EH Remarks (Item 215)	HR/SA 2005-18
Pay Amount:	3.5%
Pay Form:	Base salary increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	<ul style="list-style-type: none"> <li>• Increases are effective 7/01/05 for employees on NDI supplementing with Catastrophic Leave (S49 Transaction, Item 957= 40).</li> <li>• Increases for other employees on leave (non-pay status) are to be keyed by the campus via a GEN transaction, effective the date of the employee's return to pay status.</li> </ul>
Additional Information:	<ul style="list-style-type: none"> <li>• All employees who are active as of 7/01/05 will receive the GSI via GEN Transaction, including those employees whose appointment expiration date is prior to 7/01/05 who have not been separated.</li> <li>• Special Payment (A54) transactions for employees in class codes 2322, 2323, 2357, and 2402 with a last day worked of 7/01/05 or later (regardless of the effective date of the A54 transaction) are entitled to the GSI. However, this does not apply to employees who were appointed in class code 2357 for Summer 2005 per the MOU on Summer 2005 Staffing &amp; Compensation Semester Campuses or the MOU on Summer 2005 Staffing &amp; Compensation Quarter Campuses. See HR/Salary 2005-08 at <a href="http://www.calstate.edu/HRAdm/pdf2005/TL-SA2005-08.pdf">http://www.calstate.edu/HRAdm/pdf2005/TL-SA2005-08.pdf</a></li> </ul>
SCO Personnel Letter:	<a href="http://www.sco.ca.gov/ppsd/scoltrs/">http://www.sco.ca.gov/ppsd/scoltrs/</a>

**TECHNICAL LETTER  
HR/Salary 2005-18  
ATTACHMENT A**

<b>COMMON MANAGEMENT SYSTEMS (CMS) INSTRUCTIONS:</b>	
Pay Scales Impact:	Salary Schedule Load will be provided by HR-ISA to SOSS on 10/10/05.
GSI/SSI Load Impact:	Yes.
Action/Reason:	Must map to GEN Transaction in PIMS.