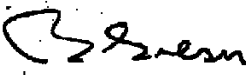


Date: December 05, 2007 Code: TECHNICAL LETTER
HR/Salary 2007-27
CMA Only

To: Edwin A. Waite, Interim Director of Human Resources
Cheri Sims, Payroll Manager

From: Bruce J. Gibson 
Interim Senior Director
Human Resources Administration

Subject: 2007/08 Salary Program for International Union of Operating Engineering Employees (Unit 10)

Overview

Audience: Human Resources Director and Payroll Manager, or campus designee responsible for processing employee pay increases at the California Maritime Academy

Action Item: Implementation of negotiated pay increases

Affected Employee: Unit 10
Group(s)/Unit(s)

Summary

This Technical Letter provides information regarding the salary program provisions of the agreement reached between the California State University (CSU) and International Union of Operating Engineering Employees (IUOEE), effective December 5, 2007 through June 30, 2010. For fiscal year 2007/08, the agreement provides the following for all eligible Unit 10 employees, effective July 1, 2007:

- 3.0% GSI;
- 1.0% Performance Based Salary Increase; and
- 3.0% Equity Adjustment

The campus payroll manager, or campus designee responsible for processing employee pay increases, should review the remainder of this Technical Letter for payroll processing instructions.

Distribution:

President Eisenhardt
Interim Vice Chancellor, Human Resources
Vice President, Administration

Budget Officer
HR Professionals

Technical Instructions

❖ **Combined 7.0% Base Pay Increase:**

- Effective July 1, 2007, a 7.0% combined base pay increase consisting of a 3.0% GSI, a 1.0% Performance Based Salary Increase (PBSI), and a 3.0% Equity Adjustment, will be applied to the individual salary rates of all eligible Unit 10 employees. The campus may begin keying these increases as a GEN transaction beginning December 6, 2007, and must be completed prior to payroll cut-off on December 19, 2007.
- The Journey Rate of all Unit 10 classifications will be increased by 6.0% (3.0% GSI plus 3.0% Equity Adjustment). Minimum rates will be 3.5% below the corresponding Journey Rate. Performance Maximum Rates will be 20% higher than the corresponding Journey Rate.

The following processing instruction is provided in Attachment A:
⇒ Salary Increase Program I – GSI/PBSI/Equity Adjustment

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 Web site at <http://www.calstate.edu/HRAdm/SalaryProgram/index.shtml>. Additional instructions are provided in the SCO's Personnel Letter.

Please direct questions regarding this technical letter as follows:

- | | |
|--|--|
| ➤ PIMS processing instructions | CSU Audits representative at the SCO |
| ➤ CMS Baseline processing instructions | CMS liaison for systemwide HR at (526) 951-4418 |
| ➤ Collective bargaining aspects | Collective Bargaining at (562) 951-4400 |
| ➤ All other questions | Human Resources Administration at (562) 951-4411 |

This document is available on the Human Resources Administration's Web site at:
<http://www.calstate.edu/HRAdm/memos.shtml>.

BJG/aj

PROCESSING INSTRUCTIONS

SALARY INCREASE PROGRAM
 I – GSI/PBSI/Equity Adjustment

PAY SCALES IMPACT:	
Change Summary:	Increase the Journey Rate by 6.0% (3.0% GSI + 3.0% Equity Adjustment, not compounded). The minimums are 3.5% less than the Journey Rate. The maximums are 20% higher than the Journey Rate.
Class Code(s):	All R10 Classifications
CBID:	R10
Pay Scales Effective Date:	07/01/07
Date in Production:	12/06/07
Pay Letter:	2007-14

EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:	
Processing Responsibility:	Campus
Processing Date(s):	Beginning 12/06/07
Effective Date:	07/01/07
PIMS Transaction:	GEN
Detailed Transaction Code (Item 719)	N/A
EH Remarks (Item 215)	HR/SA 2007-27
Pay Amount:	7.0%, up to range maximum
Pay Form:	base pay increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	<ul style="list-style-type: none"> • Increases are effective 07/01/07 for employees on NDI supplementing with Catastrophic Leave (S49 Transaction, Item 957 = 40) on 07/01/07. • Increases for other employees on leave (non-pay status) prior to 07/01/07 are to be keyed by the campus via GEN transaction, effective the date the employee returns to pay status.
Additional Information:	<ul style="list-style-type: none"> • All eligible employees who are active as of 07/01/07 are to receive the 7.0% (combination of 3.0% GSI, 1.0% Performance Based Salary Increase, and 3.0% Equity Adjustment) increase via the GEN transaction.
SCO Personnel Letter:	<u>N/A</u>

CMS PROCESSING INFORMATION:	
Workforce Administration:	Salary Schedule Load provided by HR-ISA to SOSS on 12/04/07. <ul style="list-style-type: none"> • Action/Reason: PAY/GSI (GEN) <ul style="list-style-type: none"> ○ Effective Date: 07/01/07 ○ Union Code: R10 ○ Comp Rate: Update base salary as instructed above ○ Empl History Remarks: HR/SA 2007-27
Temporary Faculty:	N/A
Benefits:	N/A
Time and Labor:	N/A

Leave Accounting:	N/A
Absence Management:	N/A
Labor Cost Distribution:	N/A
Additional Instructions:	<ul style="list-style-type: none">• Additional information to be provided in a future CMS bulletin.