Date: October 4, 2012

To: Human Resources Officers
Payroll Managers

From: Evelyn Nazario
Associate Vice Chancellor
Human Resources Management & CO HR Services

Margaret Merryfield
Senior Director
Academic Human Resources

Subject: Implementation of New Counselor Intern Series in Unit 3 (Faculty) Effective October 2012 Pay Period

Overview

Audience: HR or Faculty Affairs professionals responsible for hiring and classifying employees, campus designees responsible for employee processing, and/or individuals with responsibility for counseling services

Action Item: Implementation of new classifications in Unit 3 (Faculty) effective with the October 2012 pay period

Affected Employee Group(s)/Unit(s): Employees engaged in a range of psychological counseling services offered by the University

Summary

As communicated in HR 2012-12, the California State University (CSU) has reached agreement with the California Faculty Association (CFA) on the implementation of new Counselor Intern classification standards and corresponding salary ranges effective with the October 2012 pay period. Those in the audience listed above should review the remainder of this technical letter for more detailed information.

Pursuant to the Collective Bargaining Agreement (CBA) between the California State University (CSU) and the California Faculty Association (CFA) effective September 18, 2012 to June 30, 2014, the following three (3) new Counselor Intern classifications will be implemented in Unit 3 (Faculty), effective with the October 2012 pay period.

- Post-Masters Counselor Intern (2436) – New
- Pre-Doctoral Counselor Intern (2437) – New
- Post-Doctoral Counselor Intern/Fellow (2338) – New

Distribution:

CSU Presidents
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Counseling Services Directors
Vice Presidents, Academic Affairs
HR Professionals
Vice Presidents, Administration
Budget Officers
Classification standards and salary ranges were provided as an attachment to HR Letter 2012-12 and can also be viewed and printed at the Human Resources Classification Standards Web site at: https://www.calstate.edu/HRAdm/Classification/index.shtml.

The Counselor Interns are part of a formal training program and, under supervision (as outlined by the State of California Board of Psychology or Board of Behavioral Sciences), provide a range of psychological counseling services offered by the University including intake and clinical assessment, counseling, outreach and consultation, psychological testing, training and research. The series is designed for incumbents who need to complete supervised professional experience (SPE) prior to licensing, after receiving the appropriate advanced degree. Permanent status cannot be achieved in these classifications. Appointments are expected to be for a maximum of 12 months.

Effective with the October 2012 pay period, all newly hired employees who are to perform counseling intern duties as described in the Counselor Intern classification standards, shall be hired in Unit 3 as a Post-Masters Counselor Intern, Pre-Doctoral Counselor Intern or Post-Doctoral Counselor Intern/Fellow.

Questions may be directed to Human Resources Management at (562) 951-4411. This document is available on the Human Resources Management's Web site at: https://www.calstate.edu/HRAdm/memos.shtml

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