


THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802
(213) 590-5596

Code: FSA 83-14

Subject: Leaves

Date: March 1, 1983

To: Presidents

From: 
Robert E. Tyndall
Acting Vice Chancellor
Faculty and Staff Affairs

Subject: Vacation Accrual for Supervisory and Confidential Employees;
Amendment to Title 5, California Administrative Code

On November 17, 1982, the Board of Trustees took action to amend Title 5 to increase the vacation accrual rate for supervisory and confidential employees. This action grew out of the Trustees' desire to build a management team of all managerial, supervisory, and confidential employees. The Trustee resolution amending Title 5, Section 42902, is attached for use at your campus.

As with other Title 5 changes, this amendment had to be reviewed by the Office of Administrative Law (OAL) prior to becoming effective. The OAL now advises us that the review is complete, and the change may be implemented.

Therefore, effective March 1, all CSU supervisory and confidential employees will begin to accrue two days of vacation for each following qualifying pay period. Please have the appropriate campus officer review and adjust all affected employee leave records and ensure that future statements of leave credits are modified accordingly. Employees entering a supervisory or confidential position during a qualifying pay period should be granted the higher accrual rate for the entire pay period.

Questions regarding this policy letter should be directed to Marcia Salans, State University Benefits Officer, Faculty and Staff Affairs, at ATSS 635-5584 or public number (213) 590-5584.

RET:nf
Attachment

Distribution: Vice Presidents, Academic Affairs
Associate Vice Presidents/Deans, Faculty Affairs
Vice Presidents, Administration
Business Managers
Personnel Officers
Payroll Supervisors
Affirmative Action Officers
Auxiliary Organizations
Chancellor's Office Staff

83-14-1

FSA 83-14, Attachment
TRUSTEE RESOLUTION AMENDING TITLE 5, SECTION 42902
(Adopted November 17, 1982)

RESOLVED, By the Board of Trustees of The California State University, acting under the authority prescribed herein, and pursuant to the Administrative Procedure Act, that this Board hereby amends its regulations in Title 5, Part V, Chapter 1, Subchapter 7, Article 4 of the California Administrative Code as follows:

1. Section 42902 is amended to read:

~~42902. Ten-month and Twelve-month Academic Employee, Executive Employee, and Employee Serving in an Academic Administrative Assignment. Vacation Credit.~~

(a) Credit for Full-time Employment. On the first day of the monthly pay period following completion of each qualifying monthly pay period of full-time service, a ten-month or twelve-month academic employee, executive employee, employee serving in an academic-administrative assignment, ~~or as an employee serving in a class as~~ determined by the Chancellor to be equivalent to these classes after appropriate occupational studies and consultation, or an employee designated by the Chancellor as management, supervisory, or confidential under the Higher Education Employer-Employee Relations Act shall receive two workdays of credit for vacation with pay.

(b) Credit for Less Than Full-time Employment.

(1) Part-time Employee. On the first day of the monthly pay period, following completion of each qualifying monthly pay period of service, an employee as to whom this section applies shall receive the fractional part of two workdays of credit for vacation with pay equal to the fraction his or her service is to full-time service, except that fractions of credit hours which do not equal one-third hour shall be adjusted to the next higher one-third hour.

(2) Hourly Employee. On the first day of the monthly pay period following completion of each 160 hours of paid employment, an employee as to whom this section applies who renders service on an hourly basis shall receive two workdays of credit for vacation with pay.

2. The authority for Section 42902 shall be cited as Education Code Sections 66600, 89030, 89035, and 89500.
3. The reference for Section 42902 shall be cited as Education Code Section 89500.
4. The California State University has determined that the above order creates no costs or savings to any State agency or in federal funding to the State, nor costs or mandate to any local agency or school district that is required to be reimbursed under Section 2231 of the Revenue and Taxation Code.