

The California State University
Office of the Chancellor
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Date: January 21, 1999

Code: HR 99-01

To: CSU Presidents

Please Respond By
February 26, 1999

From: Samuel A. Strafaci *ok*
Interim Senior Director
Human Resources

Subject: WORKSHOP - PAYROLL ADMINISTRATION

Human Resources will present a two-day payroll administration workshop at the Holiday Inn-Capitol Plaza in Sacramento, California on Thursday and Friday, March 18-19, 1999¹. The workshop is designed to update campus Payroll Managers on current payroll administration issues.

Presenters include Chancellor's Office staff from Human Resources Administration, members of the Collaborative Management System (CMS) Task Force, Human Resources Directors, State Controller's Office (SCO) staff, and members of the Payroll Review Committee. An agenda is attached for reference.

Please note that February 26, 1999 is the registration deadline. To register attendees or if you have any questions about the workshop, please contact Carolyn Duckett in Human Resources Administration at (562) 985-2678.

SAS/dth
Attachment

¹ Rooms reserved for the CSU Payroll Conference will be available through February 18, 1999. A company check, credit card or purchase order is required to receive tax exemption.

Distribution:

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|---------------------------------|----------------|
| Chancellor | w/attachment |
| Vice Presidents, Administration | " " |
| Human Resources Directors | " " |
| Payroll Managers | " " |
| Business Managers | w/o attachment |
| Employee Relations Designees | " " |

**PAYROLL ADMINISTRATION WORKSHOP
MARCH 18-19, 1999
HOLIDAY INN, CAPITOL PLAZA
300 J Street
Sacramento, California 95814
(916) 446-0100**

AGENDA

THURSDAY, MARCH 18, 1999

- 8:30 a.m. COLLABORATIVE MANAGEMENT SYSTEM UPDATE
Benjamin Quillian, Vice President of Administration, CSU Fresno
And Chair, CMS Human Resources Committee
- 9:30 a.m. PEOPLESOFT HRMS DEMONSTRATION
John Briar, Peoplesoft Project Director, CSU Fresno
- 11:30 a.m. LUNCH
- 12:30 p.m. 21st CENTURY PROJECT UPDATE
John Harrigan, Chief, Personnel Payroll Services Division,
State Controller's Office
- 1:30 p.m. HUMAN RESOURCES DIRECTORS PANEL DISCUSSION
Jim Buckley, Assistant Vice President, CSU Hayward
Robyn Mack, Director, Budget and Human Resources Management
Steve Montgomery, Human Resources Director, CSU Northridge
Jeannine Raymond, Human Resources Director, CSU Fresno
- 3:30 p.m. PAYROLL MANAGER'S ROUNDTABLE DISCUSSION
to 5:00 p.m.

FRIDAY, MARCH 19, 1999

- 8:30 a.m. HUMAN RESOURCES ADMINISTRATION UPDATE
Pam Chapin, Manager, Benefits and Salary Administration
Gina Caywood, Manager, HR Information & Compensation Projects
- 10:00 a.m. STATE CONTROLLER'S OFFICE OPERATIONS UPDATE
Ralph Zentner, Chief, Personnel Payroll Operations Branch
- 12:00 noon LUNCH
- 1:00 p.m. PAYROLL REVIEW COMMITTEE UPDATE
Members of the Committee
- 2:00 p.m. WRAP-UP and EVALUATION
to 4:00 p.m.