

THE CALIFORNIA STATE UNIVERSITY  
Office of the Chancellor  
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**Date:** October 30, 2002

**Code:** TECHNICAL LETTER  
HR/Benefits 2002-21

**To:** Human Resources Directors  
Benefits Officers

**From:** Cathy Robinson, Senior Director  
Human Resources Administration



**Subject:** **Benefits Update – State Employees Trades Council Employees (Unit 6)**

The California State University (CSU) and the State Employees Trades Council (SETC - Unit 6) reached agreement on a new three-year agreement effective July 1, 2002 through June 30, 2005. Changes to the benefits and leave programs for fiscal year 2002-03 are outlined below.

**Employee Fee Waiver Program**

The unit limitation language for the Employee Fee Waiver Program was modified to allow employees to enroll in a maximum of two (2) CSU courses or six (6) units, whichever is greater, per semester/quarter. This change makes the Unit 6 language consistent with all other represented and non-represented employee categories.

**Dependent Fee Waiver**

Employees eligible for the CSU fee waiver program may transfer their existing fee waiver benefit entitlement maximum to a spouse, domestic partner, or dependent child. This benefit is subject to the all of the following conditions:

- The courses are taken by a spouse, domestic partner, or dependent child who is matriculated toward a degree and the courses are for credit toward the degree's requirements.
- This fee waiver benefit does not apply to out-of-state tuition.
- The administration determines there is space available in such course offerings for the spouse, domestic partner or dependent child.

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**Distribution:**

CSU Presidents  
Vice Chancellor, Human Resources  
Vice Presidents, Administration  
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Payroll Managers  
Employee Relations Designees

- Eligibility for this program commences with the Winter Quarter/Term 2003 or Spring Semester 2003, whichever is applicable. Participation by an eligible employee's spouse, dependent child, or domestic partner is subject to each CSU campus' standard admission and registration policies and procedures. Eligibility criteria for domestic partners shall be those used to determine such eligibility for health benefits (the Secretary of State designation of domestic partnership process).

Dependents of Unit 6 employees may have the following fees fully waived: Application Fee, Health Services Fee, Identification Card Fee, and Instructionally Related Activity Fee. The following fees are reduced to one dollar (\$1) each: Student Union Fee and Health Facilities Fee. The State University Fee shall be waived for the units of courses taken in the CSU Fee Waiver Program. All other fees will be paid at the full rate.

Technical Letter HR/Benefits 2002-19 (CSU Fee Waiver and Reduction Program) will be updated to reflect these changes.

**Catastrophic Leave Program**

Unit 6 employees may now donate up to 40 hours in a fiscal year in increments of one (1) hour or more to an employee participating in the Catastrophic Leave Program.

If you have any questions, please contact Pamela Chapin in Human Resources Administration at (562) 951-4414 or by email at [pchapin@calstate.edu](mailto:pchapin@calstate.edu). This technical letter is also available on Human Resources Administration's web page at: <http://www.calstate.edu/HRAdm/memos.shtml>.

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