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HR/Benefits 2007-05

To: Human Resources Directors  
Benefits Representatives

From: Gail Brooks   
Associate Vice Chancellor  
Human Resources

Subject: Benefit and Leave Programs Update – California State University Employees’ Union

The California State University (CSU) and the California State Employees’ Union (CSUEU) recently completed negotiations on a new collective bargaining agreement (CBA) effective January 16, 2007 through June 30, 2009. This Technical Letter provides updated benefit and leave programs information.

Parental Leave

Maternity/Paternity/Adoption Leave has been retitled Parental Leave. The following changes have been made to the Parental Leave benefit:

- Parental Leave shall refer to a leave for the purpose of a parent preparing for the arrival and/or care of a new child, up to his/her sixth (6<sup>th</sup>) birthday due to the birth, adoption, or foster care assignment of the child with the employee.
- An employee is entitled to up to thirty (30) workdays per calendar year. Days are taken consecutively unless mutually agreed otherwise by the employee and appropriate administrator.
- Five (5) days of non-consecutive paid time shall be available upon approval of the appropriate administrator for the purpose of handling issues related to the placement with the employee of an adopted or foster child, who is six (6) to eighteen (18) years of age. The days must be taken within one (1) year from the date of the placement of a child with an employee and shall only be taken in full day increments.

Other Leaves of Absence with Pay Provisions

The following changes have been made to Article 15 of the CBA:

- The definition for immediate family has been modified to include:
  - The employee’s spouse or domestic partner;
  - The employee’s, spouse’s or domestic partner’s father, mother, sister, brother, grandparent, great-grandparent, child (including foster, adopted and step child), grandchild;
  - The employee’s son-in-law, daughter-in-law; and
  - A relative of the employee, spouse or domestic partner who is living in the immediate household of the employee.
- The requirement to provide a physician’s statement or other appropriate verification of illness/injury is changed from more than three (3) to five (5) or more consecutive days.
- The use of sick leave to care for a member of the immediate family is increased from five (5) to ten (10) days.

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**Distribution:**

CSU Presidents  
Executive Vice Chancellor and CFO  
Vice Chancellor, Human Resources  
Associate Vice Presidents/Deans of Faculty

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- The term "significantly close relative" has been eliminated from the bereavement/funeral leave provision and replaced by the revised immediate family definition.

#### **Family and Medical Leave (FML) and Pregnancy Disability Leave**

The FML and Pregnancy Disability Leave provisions have been removed from the Leave of Absence Without Pay article and placed in its own article. The language and order of provisions have been updated for ease of administration.

#### **Benefits – Rural Health Care Stipend**

The Rural Health Care Stipend is increased to \$750 for 2006/07 for eligible employees and payment shall be made prior to April 1, 2007. Please refer to HR/Salary 2007-01 for additional information.

#### **Employee Fee Waiver Program**

Multiple changes were made to the Employee Fee Waiver program for eligible CSUEU employees as noted below.

The new fee waiver structure for CSUEU employees is:

The following fees shall be fully waived:

- Application Fee
- Health Services Fee
- Identification Card Fee
- Instructionally Related Activity Fee
- State University Fee for a maximum of two (2) courses or six (6) units, whichever is greater
- All other Category I fees as defined in Executive Order 740 (including Campus Academic Fees and College-based Fees that are approved as Category I fees)

The following fees shall be reduced to one dollar (\$1):

- Student Body Association Fee
- Student Union Fee
- Health Facilities Fee

Please note that participation in the fee waiver program shall entitle a CSUEU employee to instructional services but not to student services.

The new fee waiver structure for dependents (spouse, dependent child or registered domestic partner) is:

The following fees shall be fully waived:

- Application Fee
- Identification Card Fee
- State University fee for a maximum of two (2) courses or six (6) units, whichever is greater

All other fees for CSUEU dependents shall be paid at the regular rates.

Dependent children of CSUEU employees may now participate in the Fee Waiver Program up to age 25 and are entitled to access student services in addition to instructional services.

The fee waiver changes are to be implemented at each campus for the next quarter or semester after January 16, 2007. CSU and CSUEU agreed that each campus will determine, based on factors such as, but not limited to, the start date of the semester or quarter and fee waiver processing dates, the implementation date of the negotiated changes.

The provision providing for the Administration to determine that there is space available in course offerings for the spouse, domestic partner, or dependent child of a CSUEU employee is eliminated. An updated Fee Waiver Technical Letter will be released in the near future.

Questions regarding this Technical Letter may be directed to Human Resources Administration at (562) 951-4411. This Technical Letter is also available on the Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

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