

Date: January 24, 2007

Code: TECHNICAL LETTER
HR/SALARY 2007-04

To: Human Resource Directors
Payroll Managers

From: Gail Brooks 
Associate Vice Chancellor
Human Resources

Subject: 2006/07 Executive Compensation

At the January 2007 Board of Trustees' meeting, the Trustees passed Resolution RUFPP 01-07-01, which provides for salary increases for executives. This technical letter provides implementation instructions for these increases. The relevant documents can be found on the Web as follows:

- Agenda Item: <http://www.calstate.edu/BOT/Agendas/jan07/UFP.pdf>
- Resolution: <http://www.calstate.edu/BOT/Resolutions/Jan2007.pdf>

❖ **Salary Increase:**

Salary increases have been approved effective July 1, 2006. Campuses are responsible for keying the increases provided in the Board agenda item identified above. CSU pay scales will be updated the evening of January 24, 2007; therefore, campuses may begin keying the increases on January 25, 2007.

The following processing instruction is provided in Attachment A:

⇒ Merit Salary Increase

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

GB/cc

Attachment

Distribution:

CSU Presidents
Vice Chancellor, Human Resources
Vice Presidents, Administration

Benefit Officers
Budget Directors
SOSS Director

PROCESSING INSTRUCTIONS

SALARY INCREASE PROGRAM
Merit Salary Increase

PAY SCALES IMPACT:	
Change Summary:	Increase rates pursuant to Trustee Resolution RUF 01-07-01
Class Code(s):	2967, 2962, 2966, 2977, 2973, 2976
CBID:	M98
Pay Scales Effective Date:	07-01-06
Date in Production:	01-25-07
Pay Letter:	2007-03

EMPLOYMENT HISTORY (EH)/PAYROLL IMPACT:	
Processing Responsibility:	Campus
Processing Date(s):	Beginning 01-25-07
Effective Date:	07-01-06
PIMS Transaction:	SCR
Detailed Transaction Code (Item 719)	50
EH Remarks (Item 215)	HR/SA 2007-04
Pay Amount:	Rate approved by Board of Trustees resolution
Pay Form:	Base salary increase
Lump Sum Earnings ID:	N/A
Employees on Leave:	N/A
Additional Information:	Important Note: Campuses are to enter the actual monthly rate equivalent derived from the annual salary. To achieve this, please do not round the monthly rate to the nearest whole dollar.
SCO Personnel Letter:	N/A

COMMON MANAGEMENT SYSTEMS (CMS) INSTRUCTIONS:	
Pay Scales Impact:	Salary Schedule Load provided by HR-ISA to SOSS on 01-25-07
GSI/SSI Load Impact:	No
Action/Reason:	Must map to PIMS SCR Transaction, Item 719 = 50.