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Code: TECHNICAL LETTER
HR/Benefits 2010-02
HR/Leaves 2010-01

To: Human Resources Directors
Benefits Officers

From: Evelyn Nazario 
Assistant Vice Chancellor
Human Resources Management

Subject: Benefits and Leave Update – SUPA (Unit 8) Employees

Overview

Audience: Human Resources Directors, Benefits Officers, and/or campus designee(s) responsible for benefits and leave of absence administration

Action Item: Information only

Affected Employees: SUPA (Unit 8) Employees

Summary

This Technical Letter provides information regarding benefit and leave provisions pursuant to the agreement reached between the California State University (CSU) and the Statewide University Police Association (SUPA), effective November 17, 2009 through June 30, 2011.

Campus designees responsible for administering the above programs/provisions should read the remainder of this Technical Letter in its entirety.

The California State University (CSU) and the Statewide University Police Association (SUPA) agreed to a new contract effective November 17, 2009, through June 30, 2011. Benefits and leave highlights are provided below:

Leave of Absence with Pay (Article 22)

The use of the term "Significantly Close Person" has been eliminated in the new agreement. The new term referenced in the agreement is "Immediate Family Member," and is defined as follows:

- The employee's spouse or domestic partner;
- The employee's, spouse's or domestic partner's father, mother, sister, brother, grandparents, 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.

Distribution:

CSU Presidents
Payroll Managers
Vice Chancellor, Human Resources
Vice President, Administration

Catastrophic Leave Donation Program (Article 22)

The following changes were made to the Catastrophic Leave Donation Program:

- An employee is now eligible to donate a maximum of forty (40) hours of leave credits per fiscal year in increments of one hour or more.
- An employee must exhaust all accrued leave credits, i.e., sick leave, vacation, personal holiday and Compensatory Time Off (CTO) prior to receiving Catastrophic Leave Donations.

Family and Medical Leave and Pregnancy Disability Leave (Article X)

A new Family and Medical Leave and Pregnancy Disability Leave Article has been created in order to clarify the benefits associated with these types of leaves. For additional information on Family and Medical Leave and Pregnancy Disability Leave benefits, please refer to Article X of the new Collective Bargaining Agreement.

Common Management Systems (CMS) Processing Instructions

There is impact to CMS Baseline due to the change in the Catastrophic Leave Donation Program donation maximum. Additional information will be provided in a future CMS communication.

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

EN:dg