


Date: August 16, 2010 Code: TECHNICAL LETTER
HR/Salary 2010-18

To: Human Resources Officers
Payroll Managers

From: Evelyn Nazario 
Assistant Vice Chancellor
Human Resources Management

Subject: FY 2009/10 and FY 2010/11 Merit Bonus Pool for Academic Support (Unit 4) Employees

Overview

Audience: HR Officers, Payroll Managers and/or campus designees responsible for implementing employee bonuses

Action Item: Information Only

Affected Employee Group(s)/Unit(s): Eligible Employees in Unit 4

Summary

This technical letter provides information for the FY 2009/10 and FY 2010/11 Merit Bonuses for all eligible Academic Support (Unit 4) employees. The parties agree that for FY 2009/10 and FY 2010/11 only, the Merit Bonus pool created in FY 2005/06 and FY 2006/07 (\$762,300) will be added to the monies available for the Budget Shortfall Mitigation (BSM) Bonus. The BSM Bonus must be issued by November 1, 2010, and will be calculated after the Long-Term Satisfactory Service (LTSS) Bonuses and the Educational Achievement Stipends (EAS) are paid (by September 1, 2010). Campus Human Resources Directors, Payroll Managers, and designee(s) responsible for processing Unit 4 employee stipends and bonus programs should review this technical letter in its entirety.

This technical letter provides information regarding Merit Bonus provisions pursuant to the agreement reached between the California State University (CSU) and the Academic Professionals of California (APC), effective July 13, 2010, through June 30, 2011. The parties agree that for FY 2009/10 and FY 2010/11 only, the Merit Bonus pool created in FY 2005/06 and FY 2006/07 (\$762,300) will be added to the monies available for the Budget Shortfall Mitigation Bonus and will be distributed by the Chancellor's Office in accordance with provision 23.7 [D], Budget Shortfall Mitigation (BSM) Bonus Program, of the Collective Bargaining Agreement. As a result of this temporary change in the allocation of the Merit Bonus pool, no action is required by the campuses to distribute Merit Bonuses to Unit 4 employees for this fiscal period. The BSM Bonus will be addressed in a future technical letter.

This Agreement ends after the Budget Shortfall Mitigation Bonus is paid for FY 2010/11 and the previous contract language is reinstated.

Distribution:

CSU Presidents
Vice Chancellor, Human Resources
Vice Presidents, Administration

Associate Vice Presidents/Deans of Faculty
HR Professionals
Budget Officers

Please direct questions regarding this technical letter as follows:

- Collective bargaining aspects Labor Relations at (562) 951-4400
- All other questions Human Resources Management at (562) 951-4411

This document is available on the Human Resources Management's Web site at:
<http://www.calstate.edu/HRAdm/memos.shtml>.

EN/dm