The California State University
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Date: October 12, 1995

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To: Presidents

Please Respond By
November 3, 1995

From: June M. Cooper
Vice Chancellor
Human Resources and Operations

Subject: WORKSHOP - PAYROLL ADMINISTRATION

Human Resources will present a two-day payroll administration workshop at California State Polytechnic University at San Luis Obispo on Thursday and Friday, November 16-17, 1995. The workshop is designed to update campus Payroll Officers on current payroll administration issues. Presenters include staff from Human Resources Administration, Employee Relations, the State Controller’s Office (SCO) and the Public Employee’s Retirement System (PERS), plus members of the Payroll Review Committee. A tentative agenda is attached for reference.

Please note that November 3, 1995 is the registration deadline. Limited funds are available to augment transportation costs for campus attendees. To register attendees, secure funds for transportation assistance, or if you have any questions about the workshop, please contact Theresa Hines in Human Resources Administration at (310) 985-2674.

Additional information concerning the workshop will be distributed to registered attendees shortly after the registration deadline date.

JMC/dth
Attachment
PAYROLL ADMINISTRATION WORKSHOP
NOVEMBER 16-17, 1995
CSPU, SAN LUIS OBISPO

AGENDA

I. Human Resources Updates:

△ Collective Bargaining Update
   Sam Strafaci, Senior Director, Employee Relations
   ⇒ A question and answer session on newly ratified collective bargaining agreements.

△ TSA Program
   Patricia Burbank, Director, Benefits and Payroll Services
   Theresa Hines, Benefits and Payroll Specialist
   ⇒ A discussion of the ongoing review of CSU's tax sheltered annuity program.

△ Public Employee's Retirement System
   Staff from the Health Benefits and Retirement Divisions
   ⇒ An administrative overview.

II. Payroll Administration Updates:

△ Payroll Review Committee
   Jim Buckley, Assistant Vice President, Human Resources
   ⇒ Progress Report.

△ State Controller's Office (SCO)
   Ralph Zentner, Chief, Personnel Payroll Operations Branch

△ Payroll CIRS Users Group
   Staff from HR-PIMS
   ⇒ CIRS Discussion.

△ Roundtable Discussion
   ⇒ Disaster Planning
   Andrea Polk, Manager, Information Services
   CSU Northridge
   ⇒ Payroll Networking
   Sharon Chapman, Payroll Officer
   San Diego State University