Date: July 8, 1996

To: Associate Vice Presidents/Deans of Faculty
Personnel Officers
Payroll Supervisors

From: Cathy Robinson, Senior Director
Human Resources Administration

Jeanne Picard, Director
Academic Personnel Services

Subject: 1996/97 CALIFORNIA FACULTY ASSOCIATION SALARY PROGRAM

Reopener bargaining with the California Faculty Association recently concluded and revisions to the salary and benefits articles of the Unit 3/Faculty Memorandum of Understanding (MOU) have been ratified. Newly-negotiated items include the following:

- Counselor and Student Services Professional--Academic Related (SSP-AR) salary ranges have been restructured to more closely mirror the salary ranges of other Unit 3 classifications. For class codes 2341, 2342, 2344 and 3070 - 3075 (inclusive), 'half-steps' or increments of approximately 2.4% replace the current step intervals of approximately 4.8%. Additional half-steps have also been added to these salary ranges to accommodate the award of performance salary increases (PSI's).

- Effective 7/1/96, a 3% general salary increase (GSI) will be applied to Counselor and SSP-AR salary steps. Due to the restructured salary ranges for these employees, the 3% GSI will be keyed manually by the State Controller's Office (SCO). If the state budget is signed by July 12, 1996, SCO keying will begin the week of July 15th.

- A two-step service salary increase (SSI), approximating 4.8% in total, has been approved for all Counselor and SSP-AR employees who are eligible to receive an SSI during the 1996-97 year. Due to the restructure, SSI's for these employees will be posted manually by the SCO on a monthly basis.

(Over)

Distribution: Presidents
Vice Chancellor, Human Resources and Operations
Vice Presidents, Academic Affairs
Vice Presidents, Administration
Employee Relations Designees
The SSI counter and final salary anniversary date for Counselor and SSP-AR employees will be adjusted in the same way these items were handled for other Unit 3 employees last fall. (See Attachment A to Technical Letter HR/SA 95-13.)

- Effective 7/1/96, a 2.31% general salary increase will be applied via mass update to the salary steps/salary ranges for all Unit 3 classifications other than the Counselor and SSP-AR classes identified above. Campus payroll offices will need to initiate GSI's for eligible unit members in classifications with open salary ranges (e.g., Grant-related Instructional Faculty/class codes 2387 and 2388, as well as California Maritime Academy classes 0350, 0380 and 0381). Campus payroll personnel will also need to initiate GSI's for eligible unit members appointed via Special Payment/A54 transactions. Employees in class codes 2322, 2323, 2357 and 2402 whose last day worked is 7/1/96 or later (regardless of the effective date of the A54 transaction) are entitled to the general salary increase. All other employees are entitled to the GSI only if the effective date of the A54 transaction is 7/1/96 or later.

- The GSI for faculty working in Extra Quarter Assignment classifications (class codes 2367, 2368) and Summer Quarter Assignment classifications (class codes 2389, 2390) will be applied as of the first day of their July 1996 pay period. This may be of interest to QSYRO campuses that established a July 1996 pay period for extra quarter/summer quarter faculty which began during the month of June.

- A one-step SSI (approximately 2.4%) has been authorized for eligible unit members employed in classifications other than the Counselor and SSP-AR classes identified above. These salary changes will be posted via the SCO monthly SSI update process.

- Unit 3 performance salary increases have been negotiated for 1996-97 and campus PSI allocations will be issued shortly. Pursuant to MOU Article 31.28, the effective date of all faculty performance salary increases will be retroactive to July 1, 1996 (with recipient selection concluded by January 1997).

- In addition to the salary range restructuring for Counselor and SSP-AR classifications, the salary step structures of a number of classifications (or particular ranges within classifications) have been extended to provide for the award of PSI's and to accommodate the January 1, 1997 transition of Designated Market Discipline (DMD) faculty employees. Classifications with restructured payscales are listed at the end of this letter.
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• Correspondence will be issued in the fall to address the technical aspects of reassigning DMD faculty to non-DMD classes. However, regardless of the delay in the transition of DMD faculty, and pursuant to Article 29.13 of the Unit 3 MOU, DMD faculty are eligible to retire this summer and request entry into the Faculty Early Retirement Program (FERP) as of the beginning of the 1996-97 year. Similarly, DMD faculty may elect to retire at the conclusion of the Fall 1996 term (but before the 1/1/97 transition) and request entry into FERP as of the 1997-98 year.

• Finally, salary rates for Instructional Faculty, Extension (class code 2363), a nonrepresented classification, will also be adjusted 7/1/96 by a GSI of 2.31%. An employee in the 2363 class whose last day worked is 7/1/96 or later (regardless of the effective date of the A54 transaction appointing the individual to the class) is entitled to the general salary increase.

Mass update processing has been scheduled for the weekend of July 13-14, 1996 and will go forward if a state budget is signed no later than July 12. Barring any delay in the budget process, revised payscales should be in place by July 15. The Unit 3 classifications with restructured salary ranges are noted below.

<table>
<thead>
<tr>
<th>General Title</th>
<th>Class Codes</th>
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<tbody>
<tr>
<td>Coaching Assistant</td>
<td>2335, 2382, 2383, 2384</td>
</tr>
<tr>
<td>Counselor</td>
<td>2341, 2342, 2344</td>
</tr>
<tr>
<td>Department Chair</td>
<td>2481, 2482, 7894</td>
</tr>
<tr>
<td>Instructional Faculty</td>
<td>2310, 2360, 2361, 2364, 2368, 2390, 2394, 2395, 2399</td>
</tr>
<tr>
<td>Lecturer</td>
<td>2308, 2331, 2358, 2359, 2369</td>
</tr>
<tr>
<td>Librarian</td>
<td>2919, 2920</td>
</tr>
<tr>
<td>Resident Director</td>
<td>2320, 2321</td>
</tr>
<tr>
<td>SSP-AR</td>
<td>3070, 3071, 3072, 3073, 3074, 3075, 3076</td>
</tr>
<tr>
<td>Vocational Instructor</td>
<td>2462, 2463, 2464, 2466</td>
</tr>
</tbody>
</table>

(Up-to-date payscale information will be available, via CIRS, during the week of July 15th. Access Report Code G20, listed under Systemwide Summary, Salary Schedule.)

Any payroll processing instructions needed to implement the 1996-97 faculty salary program will be issued by the State Controller’s Office. Questions regarding processing instructions should be directed to the campus CSU Audits contact at the State Controller’s Office. Questions regarding other aspects of this technical letter may be directed to Jeanne Picard at (310) 985-2694.