The California State University
SYSTEMWIDE HUMAN RESOURCES

Date: December 19, 2014

Code: **TECHNICAL LETTER HR/Salary 2014-28**

To: Human Resources Officers
Payroll Managers

From: Evelyn Nazario
Associate Vice Chancellor
Human Resources Management & CO HR Services

Theresa Hines
Director, HRPPDOS
Human Resources Management

Subject: **FY 2014/15 Salary Program for Executives**

Colleagues:

We are pleased to provide you with salary processing information for the fiscal year 2014/15 salary program for Executive (M98) classification employees. Compensation for executives was approved at the November 2014 meeting of the CSU Board of Trustees.

Technical letter HR/Salary 2014-28 is attached for your reference.

Please contact us if you have any questions or concerns.

Warm regards,

Evelyn and Theresa

The California State University
SYSTEMWIDE HUMAN RESOURCES

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Associate Vice Chancellor
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Subject: **FY 2014/15 Executive (M98) Compensation**

Summary:
This technical letter provides information regarding the Executive employees' salary program for fiscal year 2014/15.

Action Item:
Process salary increases for Executive employees.

Affected Employee Group/Unit:
Eligible Executive (M98) employees

Details:
The fiscal year 2014/15 salary program for Executive (M98) employees' was approved by the Board of Trustees (BOT) of the California State University. Resolution RUFP 11-14-08 was approved at the November 12-13, 2014 BOT meeting, and salary increases were approved effective July 1, 2014 or the date or hire, as appropriate. Documents pertaining to the increases can be accessed for reference as follows:

- Agenda Item: http://www.calstate.edu/bot/agendas/nov14/UFP.pdf
- Resolution: http://www.calstate.edu/bot/Resolutions/nov2014.pdf

Campuses are responsible for processing the increases as prescribed in BOT Agenda Item 4. The CSU pay scales will be updated on February 12, 2015 and campuses may begin processing the increases on or after February 16, 2015.

Processing instructions are provided in Attachment A:

⇒ *Salary Increase Program: I – Salary Increase*

The revised CSU Salary Schedule will be available for reference on February 12, 2015 on the Web at: http://www.calstate.edu/HRAdm/SalarySchedule/salary.aspx.

Please contact Systemwide Human Resources Management if you have questions regarding this coded memo communication at (562) 951-4411. This document is available on Human Resources Management's website at: https://www.calstate.edu/HRAdm/memos.shtml.

EN/DTH/rc

Attachment

Distribution:

CSU East Bay President
Cal Maritime Academy
Vice Chancellor, Human Resources
Associate Vice Presidents/Deans of Faculty
Budget Officers

PROCESSING INSTRUCTIONS

SALARY INCREASE PROGRAM

I – Salary Increase

PAY SCALES IMPACT:	
Change Summary:	Base salary increase rates pursuant to BOT Resolution RUFP 11-14-08
Class Code(s):	2943, 2945, 2962, 2966, 2967, 2973, 2976, 2977
CBID:	M98
Pay Scales Effective Date:	07/01/2014
Date in Production:	02/11/2015
Pay Letter:	2015-01

EMPLOYMENT HISTORY/PAYROLL IMPACT:	
Processing Responsibility:	Campus
Processing Date(s):	Campuses may begin keying on or after February 16, 2015.
Effective Date:	07/01/2014
PIMS Transaction:	SCR
Detailed Transaction Code (Item 719)	50
EH Remarks (Item 215)	HR/SA 2014-28
Pay Amount:	Rate approved by BOT Resolution RUFP 11-14-08. Refer to BOT Agenda Item 4 for individual salary rate increases.
Pay Form:	Base salary increase
Lump Sum Payment Earnings ID:	N/A
Employees on Leave:	N/A
Additional Information:	• Salary schedule updates for Executive (M98) classifications will be available on February 12, 2015. • **Important Note:** The BOT approved annual base pay, divided by twelve (12), derives the monthly rate. Campuses are to key the derived monthly rate and should not round the monthly rate to the nearest whole dollar.
SCO Personnel Letter:	N/A

CMS PROCESSING INFORMATION:	
Workforce Administration:	• Action Reason: PAY/MER (SCR, 50) • Effective Date: 07/01/2014 • Job Code(s): 2943, 2945, 2962, 2966, 2967, 2973, 2976, 2977 • Union Code: M98 • Comp Rate: Using “correction mode”, update base salary as instructed above. • Empl History Remarks: HR/SA 2014-28
Benefits:	N/A
Time and Labor:	N/A
Absence Management:	N/A
Labor Cost Distribution:	N/A
Additional Instructions:	N/A