

CSU/CSUEU
Side Letter of Agreement
January 22, 2008

I. Systemwide Funded In-Range Progressions (IRPs)- Effective January 1, 2008

The Parties agree to dedicate systemwide funds toward the existing In-Range Progression (IRP) Program. The specifics are detailed below:

A. Available Funds

1. The Parties agree that systemwide funds totaling \$1,661,250 (the equivalent of a 0.25% GSI), which is inclusive of the cost of salary and benefits, shall be spent on IRPs in FY 2007/08. These systemwide funds shall be referred to as "Systemwide Funded IRPs."
2. Systemwide Funded IRPs, defined in Section I.A.1., shall be divided among campuses based on a pro-rata share, as identified in the 2007/08 final budget allocation of CSUEU-represented employees' salaries.
3. The Parties agree that this \$1,661,250 systemwide funded IRP pool is not intended to supplant funds that campuses have already spent or have committed to spend on IRPs for FY 2007/08, prior to January 1, 2008. As of the date of this Agreement, campuses have already approved approximately \$1,200,000 (annualized) in IRP salary increases in FY 2007/08. The \$1,661,250 million (inclusive of benefits) is a contractual commitment beyond the \$1,200,000 already expended, and beyond any additional campus funds campuses choose to spend for FY 2007/08.
4. Campuses shall be encouraged to spend additional campus funds for IRPs during the life of the collective bargaining agreement.
5. IRPs are increases to the employee's base pay.

B. Distribution of Funds

1. Systemwide Funded IRPs shall be awarded based on provision 20.40 and campus procedures, in addition to the following:

- a. An Employee who requested an IRP and whose request was denied between January 2007 and December 2007, may resubmit the request. The campus need not conduct any additional review when reconsidering denials and may use documentation already provided. An IRP reconsidered under this provision shall be retroactive to January 1, 2008.
 - b. Each campus shall process requests for Systemwide Funded IRPs as soon as possible after the Parties have reached agreement and distributed guidance to the campuses, but Systemwide Funded IRPs awarded in FY 2007/08 shall be retroactive to January 1, 2008.
 - c. The granting of a Systemwide Funded IRP may put an employee at or above the SSI maximum of his/her salary range. If the Systemwide Funded IRP would put the employee's salary at or above the SSI maximum and the employee has already been awarded an SSI, then the Systemwide Funded IRP will be effective at the beginning of the next pay period following the effective date of the SSI. The savings from the delay in the award of the Systemwide Funded IRP will be added to the Systemwide Funded IRP pool to be used for bonuses in 2008/09 as described in I.B.7.
 - d. The granting of an IRP may not put the employee over the salary range maximum.
 - e. Pursuant to provision 20.40.c. of the collective bargaining agreement, the decision of the President is final and not subject to either Article 7, Grievance procedure, or Article 8, Complaint Procedure.
2. For tracking and administrative purposes, Systemwide Funded IRPs, as identified in I.A.1. above, will be separately coded.
 3. If an IRP is awarded using both Systemwide Funded IRP money and other campus money, the Systemwide Funded IRP portion must be effective January 1, 2008. For Employment History documentation purposes, the campus funded IRP will be distinguished from the Systemwide Funded IRP and will be

effective at the beginning of a pay period from February 2008 through June 2008.

4. One-time funds (approximately \$666,400 or \$830,650 including benefits) generated as a result of the delay in implementation of this Systemwide Funded IRP program from July 1, 2007 to January 1, 2008, shall be equally distributed as a one-time bonus for eligible employees. Eligible employees: (1) are at or above the SSI maximum as of July 1, 2007; (2) would qualify for an SSI if they were not at or above the SSI maximum; and, (3) do not include those employees who are at or above the SSI maximum as a result of a July 2007 SSI. The bonus shall be in the amount of seven hundred dollars (\$700), less applicable withholdings. This bonus shall be paid to eligible employees no later than February 29, 2008.
5. If an employee receives less than a one-percent (1%) SSI during FY 2007/08 because the employee reaches the SSI maximum, the employee shall also receive the total bonus specified in provision B (4) above. Other than employees who receive less than a full one percent (1%) SSI, no employee shall receive both a bonus and an SSI increase to base pay.
6. Should a campus not use in FY 2007/08 the entire amount allocated to that campus for the Systemwide Funded IRPs, the unspent amount shall be rolled over to be spent, awarded or used in FY 2008/09 on that campus.
7. The one-time funds resulting from the Systemwide Funded IRPs and one-time bonuses not being awarded in FY 2007/08 will be referred to a systemwide labor/management committee to determine distribution after the remaining Systemwide Funded IRPs are awarded and the amount of one-time savings for FY 2008/09 is calculated.
8. The Chancellor's Office shall not direct campuses to target specific classifications for IRPs.

C. Reports

1. The Chancellor's Office will provide the CSUEU with the following information in the standard reporting format:

- a. An electronic report of all employees receiving Systemwide Funded IRPs. This data will be provided no later than ninety (90) days following the implementation of this increase.
- b. An electronic report of all employees receiving a bonus under I.B.4. and I.B.5. above. This data will be provided within sixty (60) days of the bonus being paid.

II. Bonus Plans – Provision 20.38

Section 20.38 (e) shall be revised as follows: “An individual or group bonus may be awarded for exceptional performance and/or in recognition of additional workload. Prior to issuing an award for exceptional performance, the performance criteria must be written and made known to employees prior to the performance period.”

III. The Parties agree this Side Letter resolves all open issues pertaining to Salary and Benefits reopener negotiations for FY 2007/08.

IV. The Parties agree to begin meeting to address compensation for FY 2008/09.

For the CSUEU

Severin E. Cox

Date: 22 Jan 2008

For the CSU

Shawn Afermath

Date: 1/22/08