

**Frequently Asked Questions**  
**2021-2022 Contractually Negotiated Salary Programs**  
**for**  
**California Faculty Association (Unit 3) Employees**

**Q: What is the effective date of the General Salary Increase (GSI)?**

A: The increase will be retroactive to July 1, 2021.

**Q: What is the percentage increase for the retroactive July 1, 2021 GSI?**

A: 4% (four percent).

**Q: When will the increases be processed?**

A: Per the Chancellor's Office, these adjustments began being processed for payment by the State Controller's Office (SCO) in mid-April 2022. Most situations will be handled by the SCO, but the campus needed to process some of the Unit 3 employees manually after the SCO runs their process; these corrections continue.

**Q: Who is eligible for the retroactive 2021-2022 GSI?**

A: All faculty unit employees on active pay status or on leave, effective July 1, 2021, will receive the 4% GSI.

**Q: Who is eligible for the Service Salary Increase (SSI)?**

A: Tenured and Probationary Instructional Faculty, Librarians, and Counselors who have remaining SSI eligibility and satisfactory performance and meet other specific criteria related to Faculty Merit Increases (pre-July 1, 2000 hires) will receive an SSI of 2.65% or the percentage necessary to bring them to the SSI maximum, whichever is less. **Please note: the published SSI Maximum scale is not the same as the Salary Maximum scale for rank/range and is always less.**

Lecturers who have remaining SSI eligibility, satisfactory performance, and have completed 24 units in the same range in the same department or equivalent unit prior to (2017-2018 through 2020-2021) fiscal year 2021-2022 are eligible to receive an SSI in fiscal year 2021-2022. Temporary faculty unit employees (Librarians, Counselors, Coaches - 12-month or 10-month) are eligible if they have accumulated the equivalent of 0.8 years of service in the same range and department or equivalent unit since the last SSI. Note that SSI for lecturers who teach in multiple departments are dependent on the number of units taught and required period of service in each program.

**Q: Who is determining SSI eligibility?**

A: The Office of Faculty Affairs and Development in coordination with the Colleges, University Library, Student Psychological and Counseling Services, Athletics and Departments have been reviewing employment records for all Unit 3 employees to determine eligibility under the negotiated terms of the Unit 3 salary program. Information has been forwarded to HR/Payroll for evaluation and processing.

**Q: When will the SSI increases be processed?**

A: Faculty unit 3 employee SSI eligibility letters have been sent out by the Office of Faculty Affairs and Development (Annie Chen) and forwarded to Human Resources/Payroll for input into PeopleSoft. Those eligible for SSI increases will receive their retroactive increases once HR/Payroll has completed their work. Your patience has been and is greatly appreciated.

**Q: Do I qualify for the One-Time \$3,500 Payment that was negotiated?**

A: The one-time payment of \$3,500 shall be provided to faculty unit employees who worked an average of a 1.0 time base during Fall 2020 and Spring 2021 semesters and who were in active pay status as of the ratification of the Collective Bargaining Agreement (February 3, 2022) for the additional time and effort required to make significant changes to the delivery of instruction due to the coronavirus. For those who worked less than an average of 1.0, this payment will be prorated by the faculty member's average time base worked for Fall 2020 and Spring 2021, but not to exceed a 1.0 time base. Please note: Per CalPERS rules and regulations for retired annuitants (including FERP faculty) who were in that status on February 3, 2022, FERP faculty or retired annuitant lecturers are **not** eligible for the Covid-19 bonus due to the State of California Government Code Sections [GC 21229](#) and [GC 7522.56](#). The ratified contract states the following under Article 31.6x: "Payments to faculty unit employees participating in the Faculty Early Retirement Program will be made if allowed under CalPERS rules and regulations." It does not guarantee payment to FERP/retired annuitant faculty.

**Q: When will the one-time payment be processed?**

A: The State Controller's Office began payment processing the night of April 18, 2022; payments issued as early as April 19, 2022. Hardcopy checks were mailed out by the Cashier's Office once they were received; for faculty unit employees enrolled in the Direct Deposit Program, they received payment via direct deposit.

**Q: I am a lecturer – am I eligible for the Full Time Adjusted Service (FTAS) Temporary Range Elevation?**

A: Lecturers and temporary librarian faculty unit employees with six (6) or more years of Full Time Adjusted Service (FTAS) in their current range, are eligible to apply for range elevation. FTAS is defined as the average FTE over the academic or fiscal year, divided by 0.8, up to a maximum of 1.0 for the year.

**Q: Who is determining FTAS eligibility?**

A: The Office of Faculty Affairs and Development in coordination with the Colleges and University Library annually reviews employment records for all lecturers and temporary librarian faculty unit employees to determine eligibility under the negotiated terms of the Unit 3 salary program; it will continue to do so for 2022-2023 once detailed information is received from the Chancellor's Office. Please check back on the Office of Faculty Affairs and Development website for updates to the FAQ's. Please note that the same criteria in the new Collective Bargaining Agreement were utilized in determining eligibility for 2021-2022 Range Elevations.

**Q: How can I check my employment records to see if I have received the negotiated salary increases that I am eligible for?**

A: You can check your compensation history within the Employee Portal in MyCSUDH; you will want to select "My Payroll/Benefits" and click on "View Paycheck".

**AS A REMINDER:**

You can now view and print your earnings statements and W2s online at California Employee Connect, also known as (CEC). This is a secure web-based employee self-service portal which provides employee information at your fingertips.

The login page for CEC can be found at: <https://connect.sco.ca.gov/>.

If you have not done so already, please take this opportunity to register for a California Employee Connect account. In order to do so, you will need to enter the following pieces of information:

- Department (CSU, Dominguez Hills),
- Agency Code (231),
- Warrant/earnings statement number (**00-000000**) which is located on your pay warrant/earning statement. **The dash must be entered as indicated above.**
- Total deductions (Gross Pay – Net Pay) withheld from that warrant.

Once you are registered, you will be able to view electronic earnings statements, as well as view W-2 information for prior years.

For any questions, or assistance with enrollment, please contact Payroll Services at (310) 243-3769.

*04/04/2022 – Document will be updated periodically as new information becomes available.*

*COVID-19 Bonus Update: 04/18/2022*

*SSI Update: 07/11/2022*