



SAN DIEGO STATE
UNIVERSITY

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Richel Thaler
Associate Vice President
Administration

DATE: July 23, 2009

TO: ALL CSUEU Represented Employees (Units 2, 5, 7, and 9)

FROM: Richel Thaler
Associate Vice President, Administration

SUBJECT: Notification of Furlough Plan

Richel Thaler

This memorandum will serve as notice that beginning in August 2009, SDSU will implement the Furlough Program as described in the Memorandum of Understanding (MOU) between the CSU and CSUEU.

A Furlough Calendar that includes designated furlough days in certain months, as well as floating furlough days for the remaining months, has been submitted to the Chancellor's Office for approval. SDSU will make this calendar available as soon as it is approved.

For the month of August, CSUEU employees should consult with their managers to schedule two (2) furlough days between August 1, 2009 and August 31, 2009. Although consideration will be given to employees' requests for specific furlough days and such requests will be prioritized by seniority, final approval will be based on operational needs.

Due to the twenty one (21) day notice requirement contained in the MOU, employees will not be required to take a furlough day prior to August 13, 2009. However, if an employee requests to observe a furlough day prior to August 13, 2009, the employee's request will be considered a waiver of the 21 day notice requirement.

If you have any questions regarding the Furlough Plan, please contact the Office of Employee Relations and Compliance at (619) 594-6464.

Thank you.