

## ARTICLE 2

### DEFINITIONS

- 2.1 Administrator - The term "administrator" as used in this Agreement refers to an employee serving in a non-bargaining unit position designated as management and/or supervisory.
- 2.2 Bargaining Unit - The term "bargaining unit" as used in this Agreement refers to the bargaining unit defined in Article 1, Recognition.
- 2.3 Calendar Year - The term "calendar year" as used in this Agreement refers to the period of time from January 1 through December 31.
- 2.4 Campus - The term "campus" as used in this Agreement refers to one university or college and all its facilities which is a member institution of The California State University. The term "campus" shall also refer to the Office of the Chancellor, when appropriate.
- 2.5 Chancellor - The term "Chancellor" as used in this agreement refers to the chief executive officer of the CSU or his/her designee.
- 2.6 Compensatory Time Off (CTO) – is a provision that affords an employee paid time off from work in lieu of receiving cash compensation for overtime or working on a holiday.
- 2.7 CSU - The term "CSU" as used in this Agreement refers collectively to the Trustees, the Office of the Chancellor, and the universities and colleges.
- 2.8 CSU Careers – The term “CSU Careers” as used in this Agreement refers to the website, maintained by the Office of the Chancellor, on which all CSU position vacancies are posted.
- 2.9 Day - The term "day" as used in this Agreement refers to a calendar day.
- 2.10 De Minimis – The term “de minimis” as used in the Agreement refers to a small or trifling matter which the law does not care for or take notice of.
- 2.11 Emergency - The term "emergency" as used in this Agreement means a sudden, unexpected happening; an unforeseen occurrence or condition requiring immediate action.
- 2.12 Employee - The term "employee" as used in this Agreement refers to a bargaining unit member who is a full-time employee, a part-time employee, a probationary employee, a permanent employee, or a temporary employee or an apprentice employee.

- a. Full-Time Employee - The term "full-time employee" as used in this Agreement refers to a bargaining unit employee who is serving in a full-time appointment.
- b. Part-Time Employee - The term "part-time employee" as used in this Agreement refers to a bargaining unit employee who is serving in less than a full-time appointment.
- c. Probationary Employee - The term "probationary employee" as used in this Agreement refers to a full-time bargaining unit employee who has received a probationary appointment and is serving a period of probation.
- d. Permanent Employee - The term "permanent employee" as used in this Agreement refers to a bargaining unit employee who has been awarded permanent status and is serving in a permanent appointment.
- e. Temporary Employee - The term "temporary employee" as used in this Agreement refers to a bargaining unit employee who is serving in a temporary appointment for a specified period of time.
- f. Apprentice Employee - The term "apprentice employee" as used in this Agreement refers to a bargaining unit employee who is serving in a certified CSU apprentice program for a specified period of time.
- g. Limited Hourly Employee - The term "limited hourly employee" as used in this Agreement refers to a bargaining unit employee (including retired annuitant) who is appointed for a specified period of time and is paid on an hourly basis.
- h. Emergency Appointment – The term “emergency appointment” as used in this agreement refers to a bargaining unit employee who is serving in a temporary position of 180 days or less to address a sudden unexpected happening; an unforeseen occurrence; or a condition requiring immediate action.

2.13 Fiscal Year - The term "fiscal year" as used in this Agreement refers to the period of time from July 1 through June 30.

2.14 Individual Salary Rate – Individual salary rate is equal to the employee’s base pay. Base pay is defined as an employee’s current salary, excluding overtime and any temporary base salary adjustments. Base pay may be expressed as hourly, monthly, or annually.

2.15 Job Clearinghouse – The term “job clearinghouse” as used in this Agreement refers to the process through which the CSU pursuant to Article 30, notifies laid off employees of employment opportunities at campuses other than the campus from which they have been laid-off.

- 2.16 Parties - The term "parties" as used in this Agreement refers to the CSU and Teamsters Local 2010.
- 2.17 President - The term "President" as used in this Agreement refers to the chief executive officer of a university or college or his/her designee. The term "President" shall also refer to the Chancellor or his/her designee, when appropriate.
- 2.18 Trustees - The Term "Trustees" as used in this Agreement refers to the Board of Trustees of the CSU.
- 2.19 Union - The term "Union" as used in this Agreement refers to Teamsters Local 2010 exclusive bargaining representatives.
- 2.20 Union Representative - The term "Union Representative" as used in this Agreement refers to a person who has been officially designated in writing as the Union Representative.
- 2.21 Workday - The term "workday" as used in this Agreement refers to the hours an employee is scheduled for work on any one calendar day.
- 2.22 Worktime - The term "worktime" as used in this Agreement refers to time spent in compensated employment except time spent on all paid disability leaves and workers' compensation.