

## FAQs - CLASSIFIED UNIONS

### NEW CONTRACTUAL SALARIES AND RETROACTIVE PAY

#### New Contractual Salaries

##### **I am a Classified employee. When will I receive my new salary?**

Full-time employees at senior colleges will be paid at the 2016 contractual bi-weekly salary rate beginning with the January 19, 2017 paycheck.

Full-time employees at community colleges will be paid at the 2016 contractual bi-weekly salary rate beginning with the January 27, 2017 paycheck.

##### **Will I receive any additional salary schedule increases after January?**

Only for employees represented by NYSNA. There is another scheduled negotiated salary increase to take effect on March 16, 2017. (see link to the NYSNA salary schedule).

##### **How much more will I be making when the new salary schedules are implemented?**

Below are links to the MOA and salary schedules. The first pages of the MOA detail the wage increases and effective dates.

#### CUNY-Blue and White Collar

- **2009-2017; 2009-2017; 2010-2017 MOA**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/28283959\\_MOA-CUNY-Blue-and-White-Collar-2009-2016-2009-2017-2010-2017.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/28283959_MOA-CUNY-Blue-and-White-Collar-2009-2016-2009-2017-2010-2017.pdf)
- **2009-2017 Blue Collar Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_2009-2017-Blue-Collar-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_2009-2017-Blue-Collar-Salary-Schedule.pdf)
- **2009-2017 White Collar Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_2009-2017\\_white\\_collar\\_salary\\_schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_2009-2017_white_collar_salary_schedule.pdf)
- **2009-2017 Gittleston Title Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_2009-2017-Gittleston-Title-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_2009-2017-Gittleston-Title-Salary-Schedule.pdf)
- **2009-2016 IATSE Local 306 and SEIU Local 300 Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_2009-2016-IATSE-Local-306-and-SEIU-Local-300-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_2009-2016-IATSE-Local-306-and-SEIU-Local-300-Salary-Schedule.pdf)

- **2010-2017 NYSNA Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959\\_2010-2017-NYSNA-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959_2010-2017-NYSNA-Salary-Schedule.pdf)

#### **CUNY-Blue Collar (IBT Local 237)**

- **2009-2016 MOA**  
<http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/MOA-CUNY-Blue-Collar-IBT-Local-237-2009-2016.pdf>
- **2009-2016 IBT Local 237 Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_2009-2016-IBT-Local-237-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_2009-2016-IBT-Local-237-Salary-Schedule.pdf)

#### **CUNY EOC CLASSIFIED**

- **2009-2017 MOA**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961\\_MOA-CUNY-EOC-2009-2017.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283961_MOA-CUNY-EOC-2009-2017.pdf)
- **2009-2017 EOC Classified Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959\\_2009-2017-EOC-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959_2009-2017-EOC-Salary-Schedule.pdf)

#### **CUNY Student Center**

- **2009-2017 MOA**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/28283959\\_MOA-CUNY-Student-Center-2009-2017.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/28283959_MOA-CUNY-Student-Center-2009-2017.pdf)
- **2009-2017 Student Center Salary Schedule**  
[http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959\\_2009-2017-Student-Center-Salary-Schedule.pdf](http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/labor-relations/labor-contracts/28283959_2009-2017-Student-Center-Salary-Schedule.pdf)

**I am a Classified Managerial employee. Will I receive any salary increase?**

No.

### **Retroactive Pay**

**When will I receive my retroactive pay?**

Classified employees at senior colleges will receive their retroactive pay on the January 19, 2017 paycheck, the same paycheck in which the 2016 salary rates will be implemented.

Classified employees at community colleges will receive their retroactive pay on the January 27, 2017 paycheck, the same paycheck in which the 2016 salary rates will be implemented.

**If I'm scheduled to get a regular paycheck on 1/19/2017 or 1/27/2017, will I get a separate check for my retroactive pay?**

No. It will be included in your regular bi-weekly check, all in one paycheck.

**If I'm not scheduled to get a regular paycheck on 1/19/2017 or 1/27/2017, will I get a check for my retroactive pay?**

Yes. All current and former employees who are entitled to retroactive pay, regardless if they're scheduled to receive a paycheck on 1/19/2017 or 1/27/2017, will receive their retroactive pay on 1/19/2017 or 1/27/2017, provided that they were employed during the retroactive dates of the contract.

**How will I know the amount of my retroactive pay?**

Your paystub will have a separate line listing the total amount of your retroactive pay.

**Are retroactive payments going to be split into two separate payments?**

No, all retroactive payments are being paid at one time.

**How will my retroactive pay be calculated?**

Your retroactive pay will be calculated based on the contractual salary schedules covering the period 2010-2017 (see salary schedule links above).

It will include your rate, overtime and any additional differentials included with the rate increase.

**CLASSIFIED FULL-TIME AND HOURLY EMPLOYEES**

**For employees represented by DC37:**

- 1% general salary increase on May 1, 2011, based on their April 30, 2011 salary
- 1% general salary increase compounded on May 1, 2012, based on their April 30, 2012 salary
- 2.5% general salary increase compounded on May 1, 2013, based on their April 30, 2013 salary
- 2% general salary increase compounded on May 1, 2014, based on their April 30, 2014 salary
- 2% general salary increase compounded on May 1, 2015, based on their April 30, 2015 salary
- 1.5% general salary increase compounded on May 1, 2016, based on their April 30, 2016 salary.

**For employees represented by SEIU and IATSE:**

- 1% general salary increase on February 1, 2011, based on their January 31, 2011 salary
- 1% general salary increase compounded on February 1, 2012, based on their January 31, 2012 salary
- 2.5% general salary increase compounded on February 1, 2013, based on their January 31, 2013 salary
- 2% general salary increase compounded on February 1, 2014, based on their January 31, 2014 salary
- 2% general salary increase compounded on February 1, 2015, based on their January 31, 2015 salary
- 1.5% general salary increase compounded on February 1, 2016, based on their January 31, 2016 salary.

**For employees represented by IBT Local 237:**

- 1% general salary increase on March 18, 2011, based on their March 17, 2011 salary
- 1% general salary increase compounded on March 18, 2012, based on their March 17, 2012 salary
- 2.5% general salary increase compounded on March 18, 2013, based on their March 17, 2013 salary
- 2% general salary increase compounded on March 18, 2014, based on their March 17, 2014 salary
- 2% general salary increase compounded on March 18, 2015, based on their March 17, 2015 salary
- 1.5% general salary increase compounded on March 18, 2016, based on their March 17, 2016 salary.

**For employees represented by the NYSNA:**

- 1% general salary increase on March 16, 2012, based on their March 15, 2012 salary
- 1% general salary increase compounded on March 16, 2013, based on their March 15, 2013 salary
- 2.5% general salary increase compounded on March 16, 2014, based on their March 15, 2014 salary
- 2% general salary increase compounded on March 16, 2015, based on their March 15, 2015 salary
- 2% general salary increase compounded on March 16, 2016, based on their March 15, 2016 salary
- 1.5% general salary increase compounded on March 16, 2017, based on their March 15, 2017 salary.

**I'm an excluded CUNY Office Assistant/Administrative Assistant and not represented by the union. Will I receive my new salary and retroactive pay at the same time as the represented employees?**

Yes. An excluded employee who's in a title that's normally represented by a union, such as a CUNY Office Assistant, CUNY Administrative Assistant, etc. will receive his/her new salary and retroactive pay at the same time as the represented staff.

**I worked at different campuses during the contract period. Will I get retroactive pay in one paycheck or two?**

An employee who worked, or is working at two or more campuses will receive paychecks for the applicable retroactive amount from each campus.

**I was appointed to different titles at different campuses represented by different unions during the contract period. How will I get my retroactive pay?**

An employee who worked, or is working at two or more campuses represented by different unions will receive paychecks for the applicable retroactive amount from each campus.

**My title changed during the contract period. How will this affect my retroactive pay?**

Your retroactive pay will be calculated based on all of your titles and salaries during the contract period.

**I'm no longer working at CUNY. Am I entitled to retroactive pay?**

In most cases, you will be eligible for retroactive pay for any period you worked at CUNY during which there was a contractual increase.

**I'm no longer working at CUNY. How will I get my retroactive pay?**

Your retroactive paycheck will either be direct deposited to your bank account (if the direct deposit is still active) or sent to the college where you worked. Contact the college HR office to find out where you should pick up your check or if alternative arrangements are possible.

**I am a CUNY retiree. How will I get my retroactive pay?**

Your retroactive paycheck will either be direct deposited to your bank account (if the direct deposit is still active) or sent to the college where you worked. Contact the college HR office to find out where you should pick up your check or if alternative arrangements are possible.

**I am a beneficiary of a deceased employee. Whom do I contact for information on how to receive the retroactive paycheck?**

You should contact the college HR Office.

**I retired from CUNY and am now working in a part-time position at CUNY. How will I receive my retroactive payment?**

You will receive separate paychecks for the retroactive amounts due to you.

**I no longer work at CUNY, may I opt out of paying union dues on my retroactive pay?**

No, neither a current nor previous employee can opt out of paying these dues because payment of dues and fees is a collective bargained obligation, and the retro pay is based upon the period of time you were in active service with the University.

**What taxes will I pay on the retroactive amount?**

Your retroactive amount is lumped together with your regular pay. The total gross amount will be taxed as regular salary. For example, if your bi-weekly salary is \$1000 and your retro amount is \$ 5000, your federal, state and city (if applicable) tax rate will be based on the gross amount of \$ 6,000. Keep in mind any retirement and supplemental retirement deductions are a percentage of salary and will be applied to the total gross amount.

**The total amount of my retroactive pay may have tax implications for the tax year 2017. What can I do?**

You should speak with an accountant or tax advisor.

**Will the college Benefits Officer give me tax advice?**

No.

**My salary is going up significantly and I'd like to discuss different savings plans available to me.**

**Whom should I talk to?**

You may contact the campus Benefits Officer for information brochures and materials on CUNY's various savings plans. Please speak with an accountant, tax advisor or financial advisor to determine the most appropriate plans for you.

**I think I want to increase my deductions to my retirement funds or increase my contributions to my savings plans. Whom should I speak with?**

You may contact the campus Benefits Officer for information brochures and materials on CUNY's various savings plans. You should contact an accountant, tax advisor or a financial advisor as soon as possible to determine the most appropriate plans for you.

If you are considering adjusting your current retirement contribution, keep in mind that it typically takes a period of time before the transaction can be reflected in your paycheck. Employees are encouraged to discuss options as soon as possible with an accountant, tax advisor or financial advisor.

**I want to increase my TIAA TDA contribution for the retroactive paycheck only. What do I have to do?**

The retroactive amount you receive is eligible for TIAA TDA 403(b) contributions. If you are increasing your contributions for the January 19 or January 27, 2017 paycheck, you must submit a Salary Reduction Agreement (SRA) to your campus Benefits Officer by no later than December 15, 2016. *Please be sure to indicate on top of the SRA "Please process this increase for the retroactive paycheck only".*

If you don't want your contributions to remain at the increased percentage for the remainder of the year – i.e., for the paychecks subsequent to the retroactive paycheck – you must be sure to simultaneously submit another SRA to decrease your percentage to the desired amount. *Please be sure*

*to indicate on top of the SRA "Please process this change for pay period after the retroactive paycheck."*  
Please contact your campus Benefits Office for assistance.

**I want to increase my New York State Deferred Compensation Plan 457(b) contribution for the retroactive paycheck only. What do I have to do?**

The retroactive amount you receive is eligible for 457(b) contributions. If you are increasing your 457(b) contributions for the January 19 or January 27, 2017 paycheck, you must call the NYSDCP or go online and request the increased contribution for that particular paycheck. You must call NYSDCP by December 15, 2016 to request the change for the retroactive paycheck. You may also notify NYSDCP on the call that you would also like to change your contribution for the paycheck subsequent to the retroactive paycheck.

When calling the NYSDCP 457(b) plan, please be sure to have your paystub handy during the call so that the representative can verify your Employee ID and Department ID. The NYSDCP 457(b) plan can be reached at 1-800-422-8463 Monday through Friday 8AM-11PM and on Saturday 9AM-6PM.

**What is the maximum percentage that I can contribute to my TIAA 403 (b) TDA and/or NYSDCP 457(b) from my retroactive paycheck?**

The maximum combined contribution among plans should not exceed 50% from your retroactive paycheck to ensure that enough earnings remain for other required tax and benefit deductions.

**How much annually can I contribute to the 403(b) TDA?**

If you are under age 50, your maximum contribution can be \$18,000 per year. If you are age 50 or over, your maximum contribution can be \$24,000 per year. You can distribute your contributions over the rest of the pay periods in 2017 to reach the maximum listed above.

**How much annually can I contribute to the 457(b) TDA?**

If you are under age 50, your maximum contribution can be \$18,000 per year. If you are age 50 or over, your maximum contribution can be \$24,000 per year. You can distribute your contributions over the rest of the pay periods in 2017 to reach the maximum listed above.

Note that you can contribute to the maximum in both your 403 (b) and the 457 (b) plans.

**How much annually can I contribute to the 403(b) TDA?**

If you are under age 50, your maximum contribution can be \$18,000 per year. If you are age 50 or over, your maximum contribution can be \$24,000 per year. You can distribute your contributions over the rest of the pay periods in 2017 to reach the maximum listed above.

**I am a retiree collecting my pension benefit and currently working at CUNY. My annual earnings are limited to \$30,000 but I know I will receive a large retroactive amount in 2017. May I opt out of receiving the retro payment?**

No, you cannot opt out of receiving the retroactive payment as this is a collectively bargained provision based upon the period of time you were in active service with the University. You should consult with your pension system for appropriate advice.