



April 17, 2014

TO: Leslie E. Wong
President
FROM: Ronald S. Cortez
Vice President & CFO, Administration and Finance
SUBJECT: Delegation of Authority as SF State Human Resources Officer

In her capacity as Associate Vice President, Human Resources, I recommend and request that Ann Sherman be delegated authority to serve as the University's Employee Relations Designee for Faculty, Staff and Administrators, in accordance with the collective bargaining agreements and California State University Board of Trustees policy. In his capacity, she shall also act as the designated management representative in the administration of the following programs:

- Staff and Management recruitment, hiring, employment, training and termination
President's Designee for labor and contract administration - Bargaining Units 1, 2, 3, 4, 5, 6, 7, 8, 9 and 11
Classification and Compensation - staff, faculty and administrators
Fee Waiver & Reduction
Staff and Management Professional Development
Family Medical Leave of Absence and other Leaves of Absence
Conflict of Interest Filing Officer
Payroll, Benefits and Retirement Administration
Employee Records Officer
Title IX
Discrimination, Harassment and Retaliation Complaints/Charges
Child Abuse and Neglect Reporting Act (CANRA)

In carrying out his duties, Ann is expected to consult applicable cabinet-level officers, as appropriate, prior to decisions. S. Henry McCoy, Executive Director, Human Resources, is authorized to act in Ann's absence.

Your signature below confirms your approval of the delegation of authority recommended above.

Signature line with name Leslie E. Wong and a blue ink signature.

Date line with handwritten date 4-17-14.

cc: Ann Sherman, Associate Vice President, Human Resources
Personnel File