Release 1321

Service Request 17497
AFSCME (EX & SX) Wage Increase

Detail Design

12/15/00

Information Systems & Computing
Office of the President
University of California
Introduction

Two wage agreements between the University of California and the American Federation of State, County, and Municipal Employees (AFSCME) - Service Unit (SX) and Patient Care Technical Unit (EX) were ratified by membership on November 28, 2000. Each agreement requires that the University implements new wage structures and pay retroactive earnings to unit employees no later than 90 days from ratification date. That date was November 28, 2000, requiring a deadline of payments to be made on or before February 20, 2001.

The terms of both agreements call for exclusively represented employees in the SX and EX Units to receive a 6.3% wage increase, excluding per diem employees, and retroactive pay based upon eligibility. Per Diem employees, including Per Diem titles as well as employees with appointment type 6, will receive a 5.5% wage increase and retroactive pay based upon eligibility. Eligible employees are those who were exclusively represented by the unit on October 1, 2000 and on November 28, 2000, the effective date of the Agreement.

To support campuses in updating the EDB and payment of these actions, a one-time program is required. The new program will be modeled after the programs developed in Releases 1303 and 1319, both of which satisfy the need to select and increase wages by a single percentage amount and the generation of retroactive pay transactions.

For a further overview and detail eligibility requirements of this project see Service Request 17497, October 2000 AFSCME (SX & EX) One-time Wage Increase Requirements (December 5, 2000), available at the Campus Payroll Maintenance web site.

Requirement Clarification

On page 3 of Service Request 17497, Items 5 and 6 of the “Eligibility for the 5.5% Increase” imply an “and” relationship. These two items should actually be an “OR” relationship. That is, the SX/EX appointment will be eligible for the 5.5% increase when either:

- The Appointment Type Code is “6” (Per Diem)

OR

- The Title Code matches one of the AFSCME identified Per Diem Title Codes.
Overview

In order to implement the distribution of these monies, a modified version of the normal range adjustment will be developed. The main processing will depend on a Pay Scale Table and a modified version of PPP910.

The Pay Scale Table will be generated by OP Compensation in conjunction with Information Management and will be available by early December, 2000.

The PPP910 logic will be retained in the one-time program to the degree possible in order to retain the major functionality of PPP910, including the creation of EDB update and costing transactions. The reports will be left as is with the turnaround fields for data entry, even though this one-time process is not expected to use that capability.

The following significant changes will be made:

The cursor selection of appointments has been made consistent with the eligibility for wage augmentation requirements on page 2/3 of the requirements document.

DOS code validation has the additional requirements of Pay Category N (normal) and Type of Hours Code R (regular), O (overtime), or P (premium overtime) consistent with the Calculations paragraph on page 3 of the requirements. Also, these requirements specify the inclusion of Time On Call DOS Codes (i.e., Pay Category A combined with Type of Hours Code O).

PPIRANGE is called to access the Pay Scale Table, as in PPP910, to find a match on Title Code, Coverage Code, Rate Type and Old Rate. However the return codes are handled somewhat differently from PPP910:

00 indicates a match was found and a new rate was returned. This remains unchanged.

07 indicates the old rate was greater than the old maximum, and a new rate equal to the new maximum was returned. This remains unchanged.

02, 03, 04 all indicate the Title Code was on the Pay Scale Table but some other portion was a non-match. These will be given either a 6.3% or a 5.5% adjustment increase based on whether or not the appointment is a Per Diem identified Title Code (refer to Attachment 2 of Service Request 17497). They appear on the Range Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

05 indicates the Title Code was on the Pay Scale Table but the rate was less than the minimum. These will be given either a 6.3% (non-Per Diem Titles) or a 5.5% (Per Diem Titles) wage increase. They appear on the Range Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

06 indicates the Title Code was on the Pay Scale Table but the rate was greater than the new maximum. These will be given either a 6.3% or a 5.5% wage increase. They appear on the Range Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

09 indicates the Title Code was not found. These are considered to be Non-Step based titles, and will be given either a 6.3% or a 5.5% wage increase. They appear on the Range Adjustment Exceptions report, but also are accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

The requirements ask for a new detail departmental report. Rather than insert this code into the complexity of a PPP910 clone, a second one-time program will be created. It will read the wrap-around transaction file used in PPP910 as input and produce a report, consistent with the requirements. Additionally, the reporting program will produce an Electronic File work file. The fields will be separated by tabs in a format usable by such standard data
handlers as Excel. This file will be transmitted via FTP to UCOP for consolidation and use by Human Resources for further analysis.
Programs

PPO13211
A one-time program will be created to process the EDB, calculate the appropriate rate increases, and create EDB update transactions and Costing transactions.

The one-time program will use Base program PPP910 as its basis. Redundant code, such as code used by PPP910 in the Preliminary 2 phase, will not be removed in order to minimize inadvertent errors. Report layouts will be retained including the key-entry definitions for turnaroud purposes, even though no turn-around processing is expected for this one-time process. Some minor changes will be made to the wrap-around transaction file in order to pass data to one-time program PPO13212, but only FILLER fields will be affected.

Standard practice is to release a one-time with the markings in cc73-80 containing the program name. To facilitate analysis of the changes in this one-time, code that has been unchanged from PPP910 will be marked with the one-time program name PPO13211. Code that has been inserted or modified will be marked with 74971321, where 1321 is the release number.

The following changes will be made to PPP910 code to create the one-time program:

The cursor selection of appointments will be evaluated for consistency with the eligibility for the AFSCME rate increase requirements on page 2/3 of the requirements document.

Appointment examination for the employee will be bypassed when the employee’s Separation Date is prior to November 28, 2000 or when the Hire Date falls after October 1, 2000.

The list of Per Diem Title Codes associated with Attachment 2 of the Requirements will be maintained as a program “88” COBOL level.

In addition to being Range Adjustable, DOS code validation has the additional requirements of Pay Category N (normal) and a Type of Hours Code R (regular), O (overtime), or P (premium overtime) consistent with the Calculations paragraph on page 3 of the service request. Also, these requirements specify the inclusion of Time On Call DOS Codes (i.e., Pay Category A combined with Type of Hours Code O).

PPIRANGE is called to access the Pay Scale Table, as in PPP910, to find a match on Title Code, Coverage Code, RDUCC, Rate Type and Old Rate. However the return codes are handled somewhat differently from PPP910:

00 indicates a match was found and a new rate was returned. This remains unchanged. The rate will be used and no further calculation will occur for that rate.

07 indicates the old rate was greater than the old maximum, and a new rate equal to the new maximum was returned. This remains unchanged. The rate will be used and no further calculation will occur for that rate.

02, 03, 04 all indicate the Title Code was on the Pay Scale Table but some other portion was a non-match. These will be given either a 6.3% (non-Per Diem Titles) or a 5.5% (Per Diem Titles) wage increase. They appear on the Range Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

05 indicates the Title Code was on the Pay Scale Table but the rate was less than the minimum. These will be given either a 6.3% (non-Per Diem Titles) or a 5.5% (Per Diem Titles) wage increase. They appear on the Range Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

06 indicates the Title Code was on the Pay Scale Table but the rate was greater than the new maximum. These will be given either a 6.3% (non-Per Diem Titles) or a 5.5% (Per Diem Titles) wage increase. They appear on the Range...
Adjustment Exceptions report, but are also accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

09 indicates the Title Code was not found (they are considered to be Non-Step based appointments). These will be given either a 6.3% (non-Per Diem Titles) or a 5.5% (Per Diem Titles) wage increase. They appear on the Range Adjustment Exceptions report, but also are accepted on the Salaries Report with their calculated new rate. EDB transactions will be produced for these cases.

The decimal or dollar “rounding” used for those “calculated” (i.e., those not retrieved from the Pay Scale Table) wage increases will be consistent with the Requirements. For purposes of requirement definition, “Non-Step” based appointments are those for which the Title Code is not present on the Pay Scale Table; this distinction is necessary for “rounding” purposes as per the requirements.

The rate used for “calculated” increases (i.e., either 6.3% or 5.5%) will be moved to a new field on the output transaction to be passed to PPO13212. Records that got their rate directly from the Pay Scale Table will contain zero in this field. The total adjustment amount plus 1.0 will be multiplied against the old rate in order to calculate the new rate.

PPP910 uses the error code to determine which report a transaction appears on, and also controls the creation of EDB update transactions and costing transaction. The process now accepts error codes 01 and 07. This code will be modified to accept error codes 01, 02, 03, 04, 05, 06, 07 and 09.

Personnel Action Code 28 (as currently used in PPP910) will be assigned to EDB update transactions.

EDB Distributions that cross the effective date boundary (10/01/00 on the Pay Scale header) will be ended as of 09/30/00 and new distributions created with a begin date of 10/01/00 and an end date equal to the original end date of the terminated distribution. Distributions starting 10/01/00 or later will merely have their rate updated. Aside from the error code controls mentioned in the previous paragraph, this code already exists in PPP910.

PPO13212

A one-time program will be created to produce the departmental October 2000 SX & EX Wage Increase Report and Electronic File.

The CCR-LOCATION will be selected from PPPCCR table. It will be moved to each Electronic File record to identify its source.

PPO13212 will read the wrap-around file created by PPO13211 in the Preliminary 1 phase. Only records with error codes 00, 01, 02, 03, 04, 05, 06, 07 and 09 (cc 268-269) will be accepted. The report will be in Distribution Department and natural FAU order.

FAU/Department subtotals will be maintained in a semi-annualized form. The annualized calculated increase will be multiplied by .75 to give a Nine Months total. If the error code is 00,01, 02, 03, 04, 05, 06 or 07 that amount will be added to the Step Based sub-total. If the error code is 09, it will be added to the Open Range/Merit Based subtotal.

For each detail record, an Electronic File record will also be written (see Attachment A). The fields will be separated by tabs, i.e. Hex '05', to provide a standard format acceptable to Excel and other common software. For hourly rate types, the old and new payrates will be moved to OLD-PAY-RATE and NEW-PAY-RATE. Zeros will be moved to OLD-PAY-AMOUNT and NEW-PAY-AMOUNT. For non-hourly rate types, the old and new payrates will be moved to OLD-PAY-AMOUNT and NEW-PAY-AMOUNT. Zeros will be moved to OLD-PAY-RATE and NEW-PAY-RATE.

Note that on the Electronic File, there is not just a single field each for Prior Distribution Pay Rate and New Distribution Pay Rate. The rate can be in two formats, 999,9999 for hourly and 999999.99 for all others. For ease of
handling this dual format situation, each format will have a separate prior and new pay rate field. The appropriate one will contain a value, based on the rate type. The other will contain zeros.

PPP684

Program PPP684 is the first step in running a “multi” Retroactive Rate Adjustment process. It reads the wrap-around file out of PPP910 (in this case PPO13211) and produces an activity file for input to PPP685 (Retroactive Match File production). The “Error Code Override” field of the PPP684 Run Specification (UPAY877) must be entered so that all wage increases assigned by PPO13211 will be processed and applied to the output activity file. That is, normally, PPP684 will reject all records that did not have a Rate match against the Pay Scale Table (as per above, only return codes 00 and 07 indicate a Rate match to the Pay Scale Table). However, with this one-time process, eligible distributions will have a wage increase calculated even when there was no match to the Pay Scale Table. Therefore, PPP684 must accept PPIRANGE return values 02, 03, 04, 05, 06, and 09 when creating rate match records for the required “MULTI” Retroactive Rate Adjustment Process. Note that the UPAY877 Error Code Override field is reserved for unusual system processes, such as this current release, and must be coordinated with special programming. Normally, this field should always remain blank.

One-Time Binds

PPO13211
A one-time plan bind for PPO13211 will be created. Its member list will be copied from the PPP910 bind member.

BIND
PLAN(PPO13211)  
MEMBER(PPO13211,  
PPMSSG2,  
PPCTTUTL,  
PPDOSUT2,  
PPDUCUTL,  
PPTCTUTL)  
ACTION(REPLACE)  
RETAIN  
VALIDATE(RUN)  
ISOLATION(CS)  
FLAG(I)  
ACQUIRE(USE)  
RELEASE(COMMIT)  
EXPLAIN(YES)

PPO13212
A one-time plan bind for PPO13212 will be created.

BIND
PLAN(PPO13212)  
MEMBER(PPO13212,  
PPTCTUTL)  
ACTION(REPLACE)  
RETAIN  
VALIDATE(RUN)  
ISOLATION(CS)  
FLAG(I)  
ACQUIRE(USE)  
RELEASE(COMMIT)  

EXPLAIN (YES)
JCL

PPO13211:

PPP910 JCL will be used as the basis for creating the one-time JCL for PPO13211. One version will reflect PPP910 run the Preliminary 1 phase. A second version will reflect PPP910 run in the Final phase. The Run Specification Record will be based on the PPP910 Run Specification Record, as defined in UPAY677.

The Preliminary 1 phase will create a transaction file for input to PPO13211's Final phase and to PPO13212 and, additionally, will serve as input to PPP684 in order to perform the retroactive adjust process. The Final phase will create EDB update transactions and costing transactions.

PPO13212:

JCL will be created for the new report program PPO13212. It will read the output file created by PPO13211 run in the Preliminary 1 mode at DD PLMTRNOT. This is the standard wrap-around file used by PPP910, created in the Preliminary 1 phase, updated in the Preliminary 2 phase, and used as input in the Final phase.

PPO13212 will create a departmental detail report based on the requirements. The Electronic File was added to the Requirements to expedite potential analysis requests. The Electronic File will contain standard tabs between the fields. This file will be sent via FTP to UCOP. An FTP process will need to be established locally.
Attachments

Attachment A   Record layout of the Electronic File.
Attachment A: Electronic File Record LRECL=150

05 OTAB-LOCATION      PIC X(02).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-EMPLOYEE-ID    PIC X(09).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-EMP-NAME       PIC X(26).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-TITLE-CODE     PIC X(04).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-TUC            PIC X(02).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-REP-CODE       PIC X(01).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-FAU            PIC X(30).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-DOS-CODE       PIC X(03).
05 FILLER              PIC X(01)  VALUE X'05'.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-STEP           PIC X(03).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-RATE-CODE      PIC X(01).
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-OLD-PAY-RATE   PIC 999.9999.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-NEW-PAY-RATE   PIC 999.9999.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-OLD-PAY-AMOUNT PIC 99999.99.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-NEW-PAY-AMOUNT PIC 99999.99.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-PERCENT-INC    PIC 99.99.
05 FILLER              PIC X(01)  VALUE X'05'.
05 OTAB-PRORATE-INCREASE PIC 99999.9999.
05 FILLER              PIC X(01)  VALUE X'05'.