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CHESTER FERGUSON
MABEL LAI
BOB MERRYMAN

JOHN MOREHEAD
CAROLINE RIDER
BARBARA VANDEN BORRE

Re: Release: 1393
Service Request: 17999
Error Reports: None
Programs: PPO13931, PPO13932
Copymembers: None
Include Members: None
DDL Members: None
Bind Members: PPO13931, PPO13932
CICS Maps: None
Forms: None
Table Updates: None
Urgency: Date Mandated

Service Request 17999

The University of California and the American Federation of State, County and Municipal Employees (AFSCME) negotiated a new wage agreement which was ratified by AFSCME membership to the Service Unit (SX) and Patient Care Technical unit (EX) employees. The terms of the agreement provide across-the-board (ATB) increases to eligible employees effective October 1, 2001 (September 30, 2001 Bi-Weekly). Eligible employees are those who were employed by the University and were exclusively represented by the unit on January 28, the signing effective date of the agreement and who remain on the payroll until payment is made.

In order to distribute these monies to represented EX and SX unit employees meeting the eligibility criteria, a special Payroll/Personnel System (PPS) program has been developed.

The contract requires that the base wage level of eligible career and limited employees is increased by 2%. The one-time process utilizes a standard pay scale table to determine the increased pay rate for Per Diem (step-based) employees. This table will be generated by OP Compensation in conjunction with Information Management. In the case of rates not found on the salary scale, the program will calculate the increase for employees.

This current release is modeled after the special rate adjustment processes issued in Releases 1329 and 1355. The process will determine the increase (using either the Pay Scale Table or an internal calculation) and create EDB update transactions. Additionally, costing transactions and retroactive pay transactions will be generated.

Programs

PPO13931 (new)

In a manner similar to Releases 1329 and 1355, PPO13931 was copied from the normal range adjustment program PPP910. Although this one-time process is not expected to use the standard correction turnaround documents, all the reports normally
produced by PPP910 are produced by the one-time program. However, some variation occurs in the records selected for those reports, especially those accepted for the PPP9102 Salaries Report. See below in the discussion of PPIRANGE. The one-time must be run twice, equivalent to the Preliminary 1 and Final phases of PPP910. The Run Specification to select these phases is exactly as for PPP910. The Preliminary 1 phase will produce reports and an output file like the wrap-around file used in PPP910. This file will serve as input to one-time program PPO13932. The Final phase will create the EDB update transactions and the costing transactions. The former must be run through normal batch EDB maintenance and related functions, such as HDB update. The costing transactions must be run through the normal costing process. Additionally, the wrap-around input file to the Final phase will also be used as input to the Retroactive Merit/Range process.

The following significant changes have been made in the one-time to the PPP910 code.

The cursor selection of appointments has been made consistent with the eligibility for wage increase requirements on pages 2/3 of the service request document.

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).

For employees deemed eligible according to the Requirements, PPIRANGE is called to access the Pay Scale Table, as in PPP910, to find a match on Title Code, Coverage Code, RDUC, 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 a 2% adjustment increase by program calculation as per the service request. 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 an adjustment increase as per the service request. 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 an adjustment increase as per the service request. 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 appointments are considered to be “open range” (i.e., Non-Step) based appointments. These will be given an adjustment increase as per the service request. 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.

PPO13932 (new)

PPO13932 is a one-time reporting program. It reads the wrap-around file out of PPO13931 and produces a departmental detail report which augments the information contained in the PPO13931 Salaries Report.
Bind Members

PPO13931 (new)
This member defines the plan bind for one-time program PPO13931.

PPO13932 (new)
This member defines the plan bind for one-time program PPO13932.

Test Plan
A complete test plan is provided with this release.

Installation Instructions
Installation Instructions are provided as a separate document. Note that if your campus utilizes Appointment Rate Code value “B” (by-agreement) for EX/SX Covered appointments, notify the release programmer so that a special program version may be supplied; otherwise, these appointments will be bypassed from wage increase.

Timing of Installation
The release is Date Mandated. This wage increase is retroactively applicable to October 1, 2001 and should be applied as quickly as possible so as to reduce the span of retroactive adjustment necessary as well as producing timely payment.

Note that the EX/SX contract also calls for a lump sum payment. This requirement will be identified in a separate service request and the associated programming be provided in a future release. Toward this end, certain output of this current release must be saved in order to provide an employee selection mechanism for the future lump sum payment. Refer to Installation instructions.

Please address questions or comments via electronic mail to Jim.Tuohig@ucop.edu or call (510) 987-0741.

Jim Tuohig

cc: Jim Dolgonas
    Jerry Wilcox