Detailed Design
RELEASE 1454

Senior Management Severance
Pay Program Changes
Service Request 80289

December 20, 2002

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

Service Requests 80289

Under changes made with the implementation of the Human Resources Management Initiatives (HRMI) in 1996, eligibility criteria for the Severance Pay Program (SPP) changed. Effective July 1, 1996, an employee holding a Senior Management Group (SMG) title (title code 0001-0199) at 100% who also holds an academic title (title code 0200-0799), is ineligible for severance pay contributions. Generally these employees hold the title of ‘Executive Dean’ TC 0160, although there may be other titles which might also be used. Additionally, there are employees in several other titles appointed since 7/1/96 who are ineligible for severance pay contributions. At this time this includes the titles Chancellor –Title Code 0030, Executive Vice Chancellor - TC 0033, Senior Vice Chancellor -- 0035, University Provost -- 0040, Provost -- 0042 and Provost – 0167.

Other exceptions to eligibility for Senior Management employees hired since 7/1/96 have been identified. These include two chancellors, two deans and one vice president, appointed since July 1996 who hold both Senior Management Group positions and Without Salary academic positions, but are eligible, on an exception basis, for severance pay contributions.

Modification is required to the Severance Pay Program to identify and exclude employees hired after 7/1/96 holding both SMG and Academic positions, yet be able to include those exceptions that may be granted. The SMG Coordinator at each campus will be responsible for establishing the exception values described below. It was decided to request two new data elements to be able to explicitly identify exceptions rather than try to establish elaborate criteria based on title codes and appointment dates, which may not always reflect the actual date an employee entered a position.

Thus, the following changes are requested in the Payroll/Personnel System:

New EDB Data Elements

Senior Management Severance Pay Exception Indicator (SMSPEI)

The first data element, SMSPEI, will allow a SMG employee who is an exception to the SPP policy to be flagged as such. Allowable values are to be ‘Y’, ‘N’ or ‘blank’.

- ‘Y’ indicates that the employee is an exception and that eligibility for SPP contributions will be determined manually. In this case, severance pay eligibility and contribution rate should not be based on the Severance Pay Indicator value (EDB 1122)
- ‘N’ or ‘blank’ indicates that the employee is not an exception to policy and that the severance contribution rate and eligibility should be based on the Severance Pay Indicator (EDB 1122) as normal.

Senior Management Severance Override Contribution Rate (SMSOCR)
The second data element, SMSOCR, will allow the SMG Coordinator to manually enter a severance pay contribution rate for employees who are exceptions to the SPP policy. Allowable values are ‘0’, ‘3’, ‘5’, and blank.

- 0, 3, 5 values represent the severance pay contribution rate/percent for an employee flagged as an exception in field SMSPEI. This value overrides the severance contribution rate based on the Severance Pay Indicator field.
- Blank value indicates that the employee is not an exception to the SPP policy and does not require a manual override of the derived severance contribution rate.

**EDB File Maintenance**

**Implied Maintenance**

When a value of ‘N’ or blank is entered into the Senior Management Pay Exception Indicator field, the Senior Management Severance Override Contribution Rate field should be initialized with a blank.

**Consistency Edits**

If a value of ‘Y’ is entered into the Senior Management Pay Exception Indicator field, and the Senior Management Severance Override Contribution Rate field is blank, the message “You must indicate the override contribution rate” should be issued and the transaction rejected.

If a value of ‘0’, ‘3’, or ‘5’ is entered into the Senior Management Override Contribution Rate field, and the Senior Management Severance Pay Exception Indicator field is blank, the message “Override contribution entered. Employee is not an exception” should be issued and the transaction rejected.

**Range and Value Edits**

If an illegal value is entered into the Senior Management Pay Exception Indicator field, the transaction should be rejected and the error message “Field out of range or illegal value” should be issued:

If an illegal value is entered into the Senior Management Severance Override Contribution Rate field, the transaction should be rejected, and the error message “Field out of range or illegal value” should be issued:

**On-line Screen Modifications**

**Changes To Existing Screens**

- **ISSP EDB Inquiry:**
  
  The labels and values associated with the Senior Management Pay Exception Indicator and Senior Management Severance Override Contribution Rate should be added to this screen.

- **EELI EDB Entry/Update:**
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The labels and values associated with the Senior Management Pay Exception Indicator and Senior Management Severance Override Contribution Rate should be added to this screen.

Monthly Severance Contribution and Reporting Changes

Currently all SMG grade (EDB 2008) values are alpha values A through E. For purposes of SPP calculations in Program PPP810, PPS stores the Severance Pay Program (SPP) calculation factors in Systems Parameter entries 276, 277, 278, 279, and 280.

PPP810 should be modified so that if an exception is noted by existence of a ‘Y’ value in the Senior Management Pay Exception Indicator field, the program should include the employee in the calculation of SPP, even if the employee has a SMG grade value of 1 through 4. The percent to be used in the calculation should be found in the Senior Management Severance Override Contribution Rate field.

Report PPP8101 (Senior Management Severance Pay Contributions) should be modified to include the display of the value stored in the Senior Management Severance Pay Exception Indicator field. If the Senior Management Severance Pay Exception Indicator contains a value of ‘Y’, the percent used to calculate the SPP should be taken from the Senior Management Severance Override Contribution Rate field, rather than from the System Parameter Table. In addition, the Senior Management Severance Override Contribution Rate should be displayed under the existing “PERCENT” column.

CPS (Corporate Personnel System) Interface File Changes

The values contained in the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate fields should be passed to CPS.
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Processing Overview

New EDB Data Elements

Two new data elements 0412 and 0413 will be established for the Senior Management Severance Pay Exception Indictor and Senior Management Severance Override Contribution Rate respectively.

The following will be the proposed description of the data element:

- SPP MGMT EXP ID (EDB 0412)
- SPP MGMT OVR RT (EDB 0413)

EDB File Maintenance

The EDB File Maintenance process will be modified as follows:

Implied Maintenance

When a value of ‘N’ or blank is entered into the Senior Management Pay Exception Indicator field, the Senior Management Severance Override Contribution Rate field will be initialized with a blank.

Consistency Edits

If a value of ‘Y’ is entered into the Senior Management Pay Exception Indicator field, and the Senior Management Severance Override Contribution Rate field is blank, the message “You must indicate the override contribution rate” will be issued with severity of ‘5’ (Transaction Reject) in batch and a severity level of ‘7’ (Employee Reject) in on-line.

If a value of ‘0’, ‘3’, or ‘5’ is entered into the Senior Management Override Contribution Rate field, and the Senior Management Severance Pay Exception Indicator field is blank, the message “Override contribution entered. Employee is not an exception” will be issued with severity of ‘5’ (Transaction Reject) in batch and a severity level of ‘7’ (Employee Reject) in on-line.

Range and Value Edits

If an illegal value is entered into the Senior Management Pay Exception Indicator field, the system will automatically reject the input and the error message “Field out of range or illegal value” will be issued: It is noted that no programming changes are required.

If an illegal value is entered into the Senior Management Severance Override Contribution Rate field, the system will automatically reject the input, and the error message “Field out of range or illegal value” will be issued: It is noted that no programming changes are required.
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On-line Screen Modifications  

*Changes To Existing Screens*  

- **ISSP EDB Inquiry:**  
  
The labels and values associated with the Senior Management Pay Exception Indicator and Senior Management Severance Override Contribution Rate will be added to this screen.  

- **EELI EDB Entry/Update:**  
  
The labels and values associated with the Senior Management Pay Exception Indicator and Senior Management Severance Override Contribution Rate will be added to this screen.  

Monthly Severance Contribution and Reporting Changes  

Currently all SMG grade (EDB 2008) values are alpha values A through E. For purposes of SPP calculations in Program PPP810, PPS stores the Severance Pay Program (SPP) calculation factors in Systems Parameters 276 through 280.  

PPP810 will be modified so that if an exception is noted by existence of a ‘Y’ value in the Senior Management Pay Exception Indicator field, the program will include the employee in the calculation of SPP, even if the employee has a SMG grade value of 1 through 4. The percent to be used in the calculation will be found in the Senior Management Severance Override Contribution Rate field.  

Report PPP8101 (Senior Management Severance Pay Contributions) will be modified to include the display of the value stored in the Senior Management Severance Pay Exception Indicator field. If the Senior Management Severance Pay Exception Indicator contains a value of ‘Y’, the percent used to calculate the SPP will be taken from the Senior Management Severance Override Contribution Rate field, rather than from the System Parameter Table. In addition, if the Senior Management Severance Override Contribution Rate is used in the SPP calculation, that rate will be displayed under the existing “PERCENT” column.  

**CPS (Corporate Personnel System) Interface File Changes**  

The values contained in the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate fields will be passed to CPS.
System File Changes

CPS Interface File

The following new fields will be added to the CPS Interface record:

Senior Management Severance Pay Exception Indicator (EDB 0412)
Senior Management Severance Override Contribution Rate (EDB 0413)
Copylib Changes

CPWSRBEN

CPWSRBEN defines the working storage definition for the EDB PPPBEN table.

Senior Management Severance Pay Exception Indicator (SPP-MGMT-EXCEP-IND) will be added to this copymember, and the value associated with the FILLER field will be adjusted.

Senior Management Severance Override Contribution Rate (SPP-MGMT-OVRD-RATE) will be added to this copymember, and the value associated with the FILLER field will be adjusted.

CPWSXECP

Currently, this copymember defines the working storage definition for the CPS Interface File in program PPP711.

Senior Management Severance Pay Exception Indicator (SPP-MGMT-EXCEP-IND) will be added to this copymember in position 138.

Senior Management Severance Override Contribution Rate (SPP-MGMT-OVRD-RATE) will be added to this copymember in position 139.
DDL Members

Employee Benefits Table (PPPBEN)

The standard EDB DDL members defining the table and three Views for the PPPBEN table will be modified.

- TBBEN00C
- PPPVZBEN
- PPPVBEN1
- PPPVBEN2

For campuses that alter tables rather than re-create them, a new ALTER TABLE member will be created to add the new columns.

- TBBEN17A
  
  SPP_MGMT_EXCEPT_IND CHAR(01) NOT NULL WITH DEFAULT
  SPP_MGMT_OVRD_RATE CHAR(01) NOT NULL WITH DEFAULT

Payroll Identification Record Table (PPPPIR)

The following standard view for the PPPPIR table will be added.

- PPPVZPIR_PIR (PPPVZPIR)
Include Members

Benefits Table (PPPBEN)

The standard EDB Include members defining the working storage and Views for a table row in the PPPBEN table will be modified:

- PPPVZBEN
- PPPVBEN1
- PPPVBEN2

COBOL Working storage:

```
10 SPP-MGMT-EXCEPT-IND  PIC X(01).
10 SPP-MGMT-OVRD-RATE  PIC X(01).
```

DB2 View:

```
SPP_MGMT_EXCEPT_IND  CHAR (01) NOT NULL
SPP_MGMT_OVRD_RATE  CHAR (01) NOT NULL
```

Note that these Includes have a large filler field which will be decremented by the length of the new fields. Therefore the length of the Include is not affected. Programs that use the Include as an External but do not reference the new fields do not require recompilation.

Payroll Identification Record Table (PPPPIR)

The standard EDB Include member defining the working storage and View for a table row in the PPPPIR table will be added:

- PPPVZPIR

COBOL Working storage:

```
10 PAY-CYCLE-END-DATE    PIC X(10).
10 PAY-CYCLE-CODE       PIC X(2).
10 PAY-CYCLE-CHK-DATE   PIC X(10).
10 PAY-CYCLE-BEG-DATE  PIC X(10).
```

DB2 View:

```
PAY_CYCLE_END_DATE          DATE NOT NULL,
PAY_CYCLE_CODE                   CHAR(2) NOT NULL,
```
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PAY_CYCLE_CHK_DATE       DATE NOT NULL,
PAY_CYCLE_BEG_DATE       DATE NOT NULL
CICS Maps (DGIPNL)

**PPEEL10**

This map which defines the label fields and data fields for the EELI screen will be modified such that the label fields and data fields associated with the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate will be included in this map.

**PPISSP0**

This map which defines the label fields and data fields for the ISSP screen will be modified such that the label fields and data fields associated with the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate will be included in this map.
Program Changes

PPBENCHG

The program is a standard part of the EDB Fetch/Update complex which sets an appropriate flag in the XDEC Array for those data elements defined on the PPPBEN table that have changed in value. It will be modified to process the new Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

PPBENFET

The program is a standard part of the EDB Fetch/Update complex, which moves the appropriate data values in BEN-ROW-HOLD to BEN-ROW-HOLD1. It will be modified to process the new Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

PPBENUPD

The program is a standard part of the EDB Fetch/Update complex that moves the data value from the ECF Change record to the appropriate BEN-ROW fields. It will be modified to process the new Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

PPBENUT2

The program is a standard part of the EDB Fetch/Update complex that selects the data values from the PPPPAY table and moves them to the copymember CPWSRBEN. It will be modified to process the new Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

PPBENUTW

The program is a standard part of the EDB Fetch/Update complex that takes the data values from the linkage containing copymember CPWSRBEN, and updates the PPPBEN table. It will be modified to process the new Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

PPEM116

The following implied maintenance will be added to this module:

Implied Maintenance

When a value of ‘N’ or blank is entered into the Senior Management Pay Exception Indicator field and the Senior Management Severance Override Contribution Rate field is not changed, the Senior Management Severance Override Contribution Rate field will be initialized to a blank.
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The following consistency edits will be added to this module:

Consistency Edits

If a value of ‘Y’ is entered into the Senior Management Pay Exception Indicator field, and the Senior Management Severance Override Contribution Rate field is blank, the message “You must indicate the override contribution rate” will be issued with severity of ‘5’ (Transaction Reject) in batch and a severity level of ‘7’ (Employee Reject) in on-line.

If a value of ‘0’, ‘3’, or ‘5’ is entered into the Senior Management Override Contribution Rate field, and the Senior Management Severance Pay Exception Indicator field is blank or ‘N’, the message “Override contribution entered. Employee is not an exception” will be issued with severity of ‘5’ (Transaction Reject) in batch and a severity level of ‘7’ (Employee Reject) in on-line.

PPP711

PPP711 creates the CPS/BCS Employee File.

It will be modified to include the selection of the columns associated with the Senior Management Severance Exception Indicator (EDB 0412) and Senior Management Severance Override Contribution Rate (EDB 0413) from the PPPBEN Table, and the senior management severance data will be moved to the new senior management severance fields defined on the Employee Record.

Note that by adding the two data elements to the employee record structure do not change the existing length of the record.

PPP810

As part of the cleanup of program-specific views, view PPPV810E_PIR will be replaced with the standard whole table view PPPVZPIR_PIR.

In addition, it is noted that the data sub fields defined in the PARAMETER-AREA field and passed to existing modules PPSPPEP and PPSPPHS are not referenced in PPSPPEP and PPSPPHS. Therefore, the PARAMETER-AREA field will be removed.

PPSPPEP

Currently, this module calculates the appropriate Senior Management Severance Pay calculation.

As part of the cleanup of program-specific views, view PPPV810A_SEVPAY will be replaced with the standard whole table view PPPVZBEN_BEN.

The PARAMETER-AREA data fields defined in the linkage section will be removed; the fields are not referenced.
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Currently, only employees whose Senior Management Group Grade (EDB 1122) value of ‘A’ through ‘E’ are selected for the severance pay process. The employee selection of the severance pay process will be modified to include those employees whose Senior Management Exception Indicator contain a value of ‘Y’.

If the employee’s Senior Management Severance Pay Exception Indicator (EDB 0412) contains a value of ‘Y’, the severance pay percentage will be taken from the Senior Management Override Contribution Rate (ED 0413), rather than from the appropriate System Parameter table entry (276, 277, 278, 279, or 280).

Report PPP8101 will be modified to display the value of the Senior Management Severance Pay Exception Indicator. In addition, the value displayed for the percent used in the calculation of the severance pay will be taken from the Senior Management Severance Override Contribution Rate field when the Senior Management Severance Pay Exception Indicator field contains a value of ‘Y’.

**PPSPPHS**

Currently, this module calculates the appropriate Severance Pay calculations for those employees eligible for the severance pay program.

The PARAMETER-AREA data fields defined in the linkage section will be removed; the fields are not referenced.

**PPWEELI**

This screen processor program will be modified to include the appropriate field labels and areas for entering the data associated with the Senior Management Severance Exception Indicator and Senior Management Severance Override Contribution Rate.

**PPWISSP**

This screen processor program will be modified to include the appropriate field labels and areas for displaying the data associated with the Senior Management Severance Exception Indicator and Senior Management Severance Override Contribution Rate.
Control Table Updates

System Messages Table (PPPMSG)

The following messages will be added to the System Messages Table:

08-379 – “SMG OVERRIDE CONTRIBUTION RATE ENTERED. EMPLOYEE IS NOT AN EXCEPTION” with a severity level of ‘5’ (Transaction Reject) for batch and ‘7’ (Employee Reject) for on-line.

12-379 – “SMG OVERRIDE CONTRIBUTION RATE ENTERED. EMPLOYEE IS NOT AN EXCEPTION” with a severity level of ‘5’ (Transaction Reject) for batch and ‘7’ (Employee Reject) for on-line.

08-380 – “YOU MUST INDICATE THE OVERRIDE CONTRIBUTION RATE” with a severity level of ‘5’ (Transaction Reject) for batch and ‘7’ (Employee Reject) for on-line.

12-380 – “YOU MUST INDICATE THE OVERRIDE CONTRIBUTION RATE” with a severity level of ‘5’ (Transaction Reject) for batch and ‘7’ (Employee Reject) for on-line.

Data Element Table (PPPDET)

The following data element will be added to the Data Element Table:

- EDB 0412 – Senior Management Severance Pay Exception Indicator
- EDB 0413 – Senior Management Severance Override Contribution Rate

These data elements will be defined on the PPPBEN Table.

Data Elements to Screen Table (PPPDES)

Add transactions will be created for data elements 0412 and 0413 for the following screen. The Protected Indicator value will be set to N.

- EELI Screen
  - EDB 0412 (Senior Management Severance Pay Exception Indicator)
  - EDB 0413 (Senior Management Severance Override Contribution Rate)
CICS Help Texts

Field Level Help Text

**EDB 0412**

Senior Management Severance Pay Exception Indicator - The proposed text is:

**Description:** A code indicating whether the employee is an exception to Senior Management Severance Pay derivation rules.

**Format:** N/A

**Code Interpretation:** Y = exception, use the Senior Management Severance Override Contribution Rate, N, blank = no exception

**EDB 0413**

Senior Management Severance Override Contribution Rate - The proposed text is:

**Description:** A number indicating the manually-entered SMG severance contribution rate which overrides the contribution rate in the System Parameter Table.

**Format:** N/A

**Code Interpretation:** 0, 3, 5 – legal values representing severance contribution rate/percent, N, blank = no override contribution rate
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Attachments

1. Data Dictionary Entry for Data Element 0412
2. Data Dictionary Entry for Data Element 0413
3. Sample EELI Screen Modification
4. Sample ISSP Screen Modification
5. Sample PPP8101 Report Modification
System Number: EDB0412

User Access Name: 0412-1

Programming Name: SPP_MGMT_EXCEPT_IND IN PPPBEN

Publ. Date: 12/02/02

Comments

Source(s): PPP120, PPP130
Use(s): Reporting
Location(s):

Name: SENIOR MANAGEMENT SEVERANCE EXCEPTION INDICATOR

Type: ALPHANUMERIC

Length: 1

Format

None

General Description

A code indicating whether the employee is an exception to Senior Management Severance Pay derivation rules.

Code Interpretation

Blank – No exception

N – No exception

Y – Exception, use the Senior Management Severance Override Contribution Rate

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System Number: EDB0413
User Access Name: 0413-2
Programming Name: SPP_MGMT_OVRD_RATE IN PPPBEN
Publ. Date: 12/02/02

Comments
Source(s): PPP120, PPP130
Use(s): Reporting
Location(s):

Name: SENIOR MANAGEMENT SEVERANCE OVERRIDE CONTRIBUTION RATE
Type: ALPHANUMERIC
Length: 1

Format
None

General Description
A number indicating the manually-entered SMG severance contribution rate which overrides the contribution rate in the System Parameter Table.

Code Interpretation
Blank – No override rate

0, 3, 5 – Legal values representing severance contribution rate/percent

Attachment 2
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Attachment 3

### EELI Screen Modification

PPEELI0-E0889 EDB Entry/Update 07/16/02 13:28:26  
07/11/02 09:31:43 Executive Life Insurance Userid: PAYPCW  
ID: 000000001 Name: PRESIDENT, EXEC SSN: 552-14-2011 Pri Pay: MO

Executive Life Insurance: Sr Mgmt Severance Pay:
- Indicator : 2
- Salary Base : 300
- Change Code :
- Change Effective Date :
- Coverage Effective Date : 070196

Sr Mgmt Severance Pay:
- Indicator : E
- Exception : Y
- Override Rate : 5

Next Func:  ID:  Name:  SSN:

 F:  1-Help  3-PrevMenu  4-Print  5-Update  
 F:  9-Jump  12-Exit

---

1 Add the field label “Exception” and space for displaying the contents for a new data element Senior Management Severance Pay Exception Indicator.  
2 Add the field label “Override Rate” and space for corresponding data for new element Senior Management Severance Override Contribution Rate.
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ISSP Screen Modification

```
PPISSP0-I1148                    EDB Inquiry                  11/12/02 10:09:43
11/04/02 14:15:34 Sr Mgt Severance Pay Userid: PAYCMP0
ID: 000050069 Name: AGES,TRUDY SSN: 555-61-7654
Hm Dept: 845001 PHYSICAL PLANT Emplmt Status: A Pri Pay: BW
Last Pay Act: 11/25/00 Last Day on Pay:

Sr Mgmt Severance Pay Change Date :
   Indicator :
      Exception3:
   Override Rate4:
Month 1 Contribution :
Month 2 Contribution :
Month 3 Contribution :
Month 4 Contribution :
Month 5 Contribution :
Month 6 Contribution :
Total Interest :
Total Contr/Int Posted :
Total Pay Out :

Next Func: ID: Name: SSN:
===>
F: 1-Help 2-Browse 3-PrevMenu 4-Print
F: 9-MainMenu 12-Exit
```

3 Add the field label “Exception” and space for displaying the contents for a new data element Senior Management Severance Pay Exception Indicator.
4 Add the field label “Override Rate” and space for corresponding data for new element Senior Management Severance Override Contribution Rate.
### PPP8101 Report Modification

**PPP8101/PPSPPEP06/27/96**  
**RETN: SEE RPTS DISP SCHEDULE/DIST.**  
**PERIOD ENDING DATE: 11/30/95**  
**PAYROLL PROCESSING**  
**UNIVERSITY OF CALIFORNIA-SYSTEMWIDE**  
**PAGE NO. 0001**  
**RUN DATE 07/23/96**

**Senior Management Severance Pay Contributions**

<table>
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<th>EMPLOYEE NAME</th>
<th>EMPLOYEE ID</th>
<th>SUBJ GROSS</th>
<th>GRADE</th>
<th>PERCENT</th>
<th>CONTRIBUTION</th>
<th>BALANCE FORWARD</th>
<th>NEW BALANCE</th>
<th>LIMIT</th>
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4 EMPLOYEE RECORDS WERE UPDATED

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5 Add the label ‘Exception’ under the ‘Grade’ column name.

6 Add the value of the ‘Senior Management Severance Pay Exception Indicator’ data element.