This release addresses the following service request:

**Service Request 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:**
  
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 Parameters 276 through 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.

Programs

**PPBENCHG, PPBENFET, PPBENUPD, PPBENUT2, PPBENUTW**

The programs listed above have been changed to process the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

**PPEM116**

Implied maintenance and consistency edits have been added to this program to process the updated values for Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

**PPP711**

This program has been 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 are moved to the new senior management severance fields defined on the Employee Record.

PPP810

As part of the cleanup of program-specific views, existing view PPPV810E_PIR has been 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 has been removed from the called subprograms’ argument lists.

PPSPPEP

As part of the cleanup of program-specific views, existing view PPPV810A_SEVPAY has been replaced with the standard whole table view PPPVZBEN_BEN.

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

Currently, only employees who have a 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 has been 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 is taken from the Senior Management Override Contribution Rate (EDB 0413), rather than from the appropriate System Parameter table entry (276, 277, 278, 279, or 280).

Report PPP8101 has been 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 is 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 have been removed; the fields are not referenced.

CICS Programs

PPWEEL1

This screen processor program has been 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 has been 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.
Include Members

PPPVBEN1, PPPVBEN2, PPPVZBEN

The above EDB Include members defining the working storage and views for a table row in the PPPBEN table have been modified to include the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate fields.

PPPVZPIR

This new include member contains the complete column definitions defined for the PPPPIR Table.

DDL Members

PPPVBEN1, PPPVBEN2, PPPVZBEN, TBBEN00C

The above EDB DDL members that create the views and the table for the columns defined on the PPPBEN table have been modified to include the Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate columns.

TBBEN17A

This DDL member contains the ALTER statements to add the new the Senior Management Severance Pay Exception Indicator column and Senior Management Severance Override Contribution Rate column.

PPPVZPIR

This new DDL member creates the view for the PPPPIR Table.

CICS Maps

PPEELI0

This map which defines the label fields and data fields for the EELI screen has been 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 are included in this map.

PPISSP0

This map which defines the label fields and data fields for the ISSP screen has been 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 are included in this map.

Table Updates

Data Element Table

Two new data elements have been added.
- Data Element 0412 – Senior Management Severance Pay Exception Indicator
- Data Element 0413 – Senior Management Severance Override Contribution Rate

Data Elements to Screens Table

Two data elements have been added to the update screens.
• Data Element 0412 has been added to the EELI screen.
• Data Element 0413 has been added to the EELI screen.

System Messages Table

Four new messages have been added pertaining to the consistency edits for Senior Management Severance Pay Exception Indicator and Senior Management Severance Override Contribution Rate.

Test Plan

An installation Test Plan is provided with this release.

Installation Instructions

An Installation Instructions document is provided with this release.

Timing of Installation

The installation of this release is Urgent.

This release should be installed as soon as possible so that campuses can either exclude or allow specific employees holding Senior Management Group titles for severance pay contributions, rather than doing manual adjustments of the employees’ severance pay data.

If there are any questions, please send electronic mail to Jackson.Quan@ucop.edu, or call at (510) 987-0464.

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