

Release 1486

Service Request 80415

**UAW, AFSCME, and CUE Dues Modifications
Detail Design**

April 25, 2003
11:00 AM

Information Systems & Computing
Office of the President
University of California

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Introduction

Service Request 80415 asks that the Payroll Personnel System (PPS) be modified as follows:

Labor Relations has requested that changes be made to the UAW, AFSCME, and CUE dues processes so that dues in the affected bargaining units are deducted according to the following rules:

- the system should assess dues based on unit earnings only and;
- dues should resume when a former dues-paying employee returns to the unit, regardless of whether the interim appointment was a non-represented position or a covered position in another unit and;
- in the event of separation, dues should be retained on the employee record for 61 months. If the employee is rehired or re-appointed, the dues should be reinstated, regardless of whether the employee has a current or future appointment in the unit. Once reinstated, dues should be assessed on unit earnings only.

General Strategies

The long-term strategy for handling union dues involves the development of one generic union dues process that will apply to all bargaining units. In this generic process, union dues will be assessed on within unit earnings only, and there will be a number of present or future variables that will be optional for each bargaining unit. These variables will include:

- dues continuation when an employee moves to uncovered positions
- dues retention in the event of separation, and if so, for how many months
- multi-unit link functionality (in the case of multiple units represented by the same union)

This generic union dues process is currently in the preliminary stages of planning and development.

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Differences from Requirements

The following items are clarifications of the requirements in section 4.1 (“Within unit earnings”).

The EX and SX units in AFSCME and the CX unit in CUE will be modeled after the current dues processing for the BX unit, where dues activity is strictly reserved for only those employees paid in Title Codes covered by that unit (Release 1339). For example, if an employee has a ‘non BX’ TUC appointment, that employee is not eligible to pay ‘BX’ dues. The compute process will be modified to limit deduction activity for the CX unit so that Dues development will be strictly reserved for only those employees paid in title codes covered by that unit. The compute modifications will also apply to EX and SX units. Note that similar change should apply to the Santa Cruz local UNIT OF K7.

The CX unit will be removed from the Dues Movement Process (Release 1447).

In addition, since an employee with a ‘99’ TUC appointment can no longer pay Uncovered CX dues, a one-time process is required to move those employees currently enrolled in the CX Uncovered Dues (GTN 0479) to CX Covered Dues (GTN 0374).

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Current Dues Process

UAW (United Auto Workers)

BX Unit

Dues Process

Currently, dues development is strictly reserved for only those employees paid in Title Codes covered by that unit (BX). That is, regardless of enrollment in BX dues deduction, the BX Dues Deduction (GTN 377) is based only on *pay received for a BX represented Title*. Thus, when an UAW member moves from a 'BX' TUC appointment to a '99' TUC appointment, his/her BX dues activity is blocked. The employee's BX Dues GTN of 377-G remains on the EDB. If that individual moves back into the BX unit without a break in service, their BX dues activity resumes based on new earnings in the unit. When an UAW member moves from a 'BX' TUC appointment to a covered position in another bargaining unit, his/her BX dues activity is blocked. However, the employee's BX Dues GTN of 377-G is deleted from the EDB. If that individual moves back into the BX unit without a break in service, the system, if employee does not re-authorize BX dues deduction, automatically sets up the employee in Agency Fee deduction (474-G).

Dues Movement Process

Currently, UAW is not participating in the Dues Movement Process.

Dues Retention Process

Currently, the employee's BX dues deduction is retained for "61" months after separation, and the employee's BX dues deduction is re-instated if hired or rehired within the "61" month period with a BX covered appointment.

CNA (California Nurses Association UAW)

NX Unit

Dues Process

Currently, dues development is strictly reserved for only those employees paid in Title Codes covered by that unit (NX). That is, regardless of enrollment in NX dues deduction, the NX Dues Deduction (GTN 077) is based only on *pay received for a NX represented Title*. Thus, when a CNA member moves from a 'NX' TUC appointment to a '99' TUC appointment, his/her NX dues activity is blocked. The employee's NX Dues GTN of 077-G remains on the EDB. If that individual moves back into the NX unit without a break in service, the NX dues

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activity resumes based on new earnings in the unit. When a CNA member moves from a 'NX' TUC appointment to a covered position in another bargaining unit, his/her NX dues activity is blocked. However, the employee's NX Dues GTN of 077-G is deleted from the EDB. If that individual moves back into the NX unit without a break in service, the system, if employee does not re-authorize NX dues deduction, automatically sets up the employee in Agency Fee deduction (460-G).

Dues Movement Process

Currently, CNA is not participating in the Dues Movement.

Dues Retention Process

Currently, the employee's NX dues deduction is retained for "36" months after separation, and the employee's NX dues deduction is re-instated if hired or rehired within the "36" month period with a NX covered appointment.

AFSCME (American Federation of State, County, and Municipal Employees)

EX, SX, and K7 Units

Dues Process

Currently, the EX Dues Deduction (GTN 073) is based only on *pay received for an EX represented Title*, the SX Dues Deduction (GTN 462) is based only on *pay received for a SX represented Title*, and the K7 Dues Deduction (072) is based only on *pay received for a K7 represented Title*.

Dues Movement Process

Currently, AFSCME is not participating in the Dues Movement Process.

Dues Retention Process

Currently, EX, SX, and K7 units in the AFSCME union are not participating in the Dues Retention Process.

CUE (Coalition of University Employees)

CX Unit

Dues Process

Currently, the CX Dues Deduction (GTN 374) is based only on *pay received for a CX represented Title*.

Dues Movement Process

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Currently, CUE is participating in the Dues Movement.

Initially, Release 1430 established the Dues Movement Process for UPTE and AFT. That release modified the Base Payroll/Personnel System (PPS) such that when an employee signs up to become a member of the UPTE union or AFT union their dues deduction follow any title code change he/she might make from either one unit to another unit within the UPTE union or AFT union, or to an unrepresented position.

Release 1447 included the CUE union to the Dues Movement Process. Thus, when a CUE member moves from a 'CX' TUC appointment to a '99' TUC appointment, his/her covered CX dues deduction (374-G) is moved to an uncovered CX dues deduction (479-G).

Dues Retention Process

Currently, CUE is not participating in the Dues Retention Process.

AFT (American Federation of Teachers)

IX Unit

Dues Process

Currently, the IX Dues Deduction (GTN 163) is based only on *pay received for an IX represented Title*.

Dues Movement Process

Release 1430 established the Dues Movement Process. That release modified the Base Payroll/Personnel System (PPS) such that when an employee signs up to become a member of the UPTE union their dues deduction follow any title code change he/she might make from either one unit to another unit within the UPTE union, or to an unrepresented position. The AFT (American Federation of Teachers) union was also included in the Dues Movement Process.

For example, when an AFT member moves from an "IX" TUC appointment to a "LX" TUC appointment, his/her covered IX dues deduction (163-G) is moved to a covered LX dues deduction (378-G). When an AFT member moves from a 'LX' TUC appointment to a '99' TUC appointment, his/her covered LX dues deduction (378-G) is moved to an uncovered 99 dues deduction (075-G).

Dues Retention Process

Currently, the employee's IX dues deduction is retained for "25" months after separation, and the employee's IX dues deduction is re-instated if hired or rehired within the "25" month period with an IX covered appointment.

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Copymember Changes

Remove CX from Dues Movement Process

CPWSXIC2

The CX unit will be removed from the list of units participating in the Dues Movement Process. In addition, the unrepresented GTN 479 will be removed from the IDC Union Array.

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One-time Program

PPOT1486

A one-time process will be developed to move the CX Uncovered Dues Deductions for employees currently enrolled in CX Uncovered Dues (GTN 0479) to CX Covered Dues (GTN 374).

The program will be capable of running in non-update and update mode. An EDB Change File (ECF) will be created in either mode. This will allow review of results prior to actual update.

A Run Specification record at DD CARDFIL will be required to indicate whether non-update mode (REPORT) or update mode (UPDATE) is requested:

PPOT1486-SPECREPORT
 Or
 PPOT1486-SPECUPDATE

If the Run Specification record is missing, or the program ID is incorrect, or the requested mode is invalid, an error message will be issued and the job will end with a Condition Code 9.

A EMP cursor will be defined to select employees enrolled in the unrepresented CX dues deduction GTN 479.

```
EXEC SQL
  DECLARE EMP_CURSOR CURSOR FOR
  SELECT DBL.EMPLOYEE_ID
         ,GTN_NUMBER
         ,GTN_IND
         ,GTN_AMT
         ,PER.EMP_NAME
  FROM   PPPVDBL1_DBL DBL
         ,PPPVZPER_PER PER
  WHERE  DBL.EMPLOYEE_ID = PER.EMPLOYEE_ID
         AND GTN_NUMBER = '479'
         AND GTN_IND     = 'G'
  ORDER BY PER.EMP_NAME
END-EXEC.
```

Two one-time reports will be developed (see attachment for sample one-time reports).

The first one-time report will contain the detail data of those employees who are enrolled in the unrepresented CX dues deduction (479-G).

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An one-time audit report will be written at the end of cursor processing indicating the number of employees selected, the number of ECF Change records written, number of unrepresented 479-G balance records deleted, number of unrepresented 479-U records deleted, number of represented 374-G records inserted, number of represented 374-U record inserted, number of represented 374-U records updated, number BRSC unrepresented 479-E records deleted, and number of represented 374-E records inserted.

For each fetched cursor row, a SELECT will be attempted on the covered CX dues deduction GTN 374. If the covered CX dues deduction GTN 374-G is present and the uncovered CX User Balance GTN 479-U is greater than zero, the uncovered User Balance will be added to the covered User Balance GTN 374-U. Otherwise the uncovered User Balance GTN 479-U will be moved to covered U Balance GTN 374-U. If the covered CX dues deduction GTN 374-G is not found, then if the uncovered User Balance GTN 479-U is present and covered User Balance GTN 374-U is present, and the uncovered the uncovered User Balance will be added to the covered User Balance GTN 374-U. Otherwise the uncovered User Balance GTN 479-U will be moved to covered U Balance GTN 374-U.

The uncovered CX dues deduction GTN479-G will be deleted. If the uncovered CX dues deduction GTN 479-U is present, it will be deleted.

If GTN 0479 is associated with a GTN Coverage Effective Date Indicator of 'V' (Voluntary Contribution), the BRSC Effective Date in GTN 479-E will be moved to GTN 374-E (BRSC Effective Date associated with "Covered" CX Dues Deductions).

If the mode on the Specification record specifies "UPDATE", the employee's deduction will be updated. An Employee Change record will be written regardless whether in update mode or non-update mode.

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Program Changes

PPEI505

When a dues deduction GTN is defined on the GTN table with a Collective Bargain Behavior Code of '3' (If ineligible, de-enroll; do not de-enroll if enrolled currently), and PPBRSC returns BRSC-INELIGIBLE-FLAG of '3', message "Employee will be de-enrolled because of COLL. BARG. ineligibility" (08-707) is erroneously issued for an employee already enrolled in the dues. The message will be replaced with message "EMPL ALREADY ENROLLED IN DUES DED, DEDUCTION WILL BE RETAINED" (08-695) for deductions related to dues only.

Restrict De-Enrollment of BX, EX, SX, and CX Dues Deductions

No programming changes are necessary to retain an employee's BX, CX, EX or SX dues deduction when the employee's moves out of the particular covered TUC position. Rather the retention of the employee's dues deduction if already enrolled will be made on the Gross-to-Net table via the Collective Bargaining Behavior Code.

PPEG205

All references to the 88 level field name of "IC2-UPTE-DUES-MOVEMENT" will be changed to a non-unit specific field name of "IC2-DUES-MOVEMENT".

PPEM205

All references to the 88 level field name of "IC2-UPTE-DUES-MOVEMENT" will be changed to a non-unit specific field name of "IC2-DUES-MOVEMENT".

PPP400

Currently, during the Gross-to-Net deduction process, the Calculation 15 routine (handles Dues and Agency Fee calculations) determines whether "unit only" pay or "all" pay is proper for a given individual's dues deduction calculation. When the employee is enrolled in dues and the matching PPPBUF Dues Base indicator specifies "unit" pay, a special pre-examination of PAR payments and EDB appointments is made. If the dues associated TUC value is present on at least one entered payment or active appointment, then "unit" only grosses are developed and used for calculation. Otherwise (with the exception of the BX unit), the PPPBUF Dues Base indicator is overridden and all eligible PAR payments, regardless of TUC value, will be summed and used for the dues calculation.

In the same manner as the BX and NX units, modifications will be made so that for the CX, EX, and SX units, the PPPBUF Dues Base indicator will not be overridden. Therefore, CX, EX, and SX dues activities will be blocked unless eligible CX, EX, or SX unit payments respectively are issued. Note that similar change should be made for the Santa Cruz local unit K7 so that the PPPBUF Dues Base indicator is not overridden.

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PPRCNET

Currently, during the Rush Check process (which is similar to the batch Gross-to-Net process, above), the Calculation 15 routine determines whether “unit only” pay or “all” pay is proper for a dues deduction calculation. When the employee is enrolled in dues and the matching PPPBUF Dues Base indicator specifies “unit” pay, a special pre-examination of PAR payments and EDB appointments is made. If the dues associated TUC value is present on at least one entered payment or active appointment, then “unit” only grosses are developed and used for calculation. Otherwise, the PPPBUF Dues Base indicator is overridden and all eligible PAR payments, regardless of TUC value, will be accumulated for the dues calculation.

The Rush Checks process will be modified so that for both the EX, SX units and the CX unit, the PPPBUF Dues Base indicator will not be overridden. That is, when either the CX unit, EX unit or SX unit is indicated, there will be no pre-examination of payments or appointments. Instead, there will be strict adherence to the “unit” only value contained on the PPPBUF table for the CX, EX, and SX units (similar to the BX and NX units). Note that similar change should be made for the Santa Cruz local unit K7 so that the PPPBUF Dues Base indicator is not overridden.

PPCTBUFE

Currently, this module edits the data on the Bargaining Unit Agency Fee Table.

Since the CX unit will no longer participate in the Dues Movement Process, the value of 'C' will be removed from the list of valid Organization BUC Link values.

PPCTGTNE

Currently, this module edits the data on the Gross-to-Net Table.

Logic will be changed to allow valid Collective Bargaining Behavior Code of '1', '2' or '3' together with either a valid Collective Bargaining Eligibility Code of '1', '2', '3', '4', or '5' for GTN numbers related to dues deductions (GTN Group of 'U') only.

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Control Table Updates

System Messages Table

This table will be updated with the following messages:

08-695 “EMPLOYEE IS CURRENTLY ENROLLED, DEDUCTION WILL BE RETAINED” with a severity level of ‘3’ (Warning) for both batch and on-line.

12-695 “EMPLOYEE IS CURRENTLY ENROLLED, DEDUCTION IS RETAINED” with a severity level of ‘3’ (Warning) for both batch and on-line.

Bargaining Unit Agency Fee Table

Currently, the data contained on this table defines associations between Bargaining Units and related Union, Agency Fee and Charitable deductions.

This table will be updated such that the BUF record containing the UDUE GTN Number 479 for the unrepresented bargaining unit CX is removed from the PPPBUF table.

In addition, the BUF record containing the UDUE GTN Number 374 for represented bargaining unit CX will be updated with a value of blank in the Organization Link field.

Bargaining Unit Table

Currently, the data contained on this table defines associations between Bargaining Units and related Dues deductions.

The UDUE GTN Number 479 associated with each unrepresented bargaining unit will be removed from the DB2 PPPBUG table.

Since EX, SX, and CX dues are not to be automatically cancelled or de-enrolled by the system when the employee is *separated*, the number of Dues Retention Months will be changed for the following units on the PPPBUT table. Per requirements it asks that to maintain consistent application of the Dues Retention Process, the number of Dues Retention Months should also be set to ‘61’ months for **units IX and NX**

- EX, SX, K7 (AFSCME)

The number of Dues Retention Months for EX, and SX will be changed from zero to 61. Note that similar change should be made to the Dues Retention months for the Santa Cruz local UNIT OF K7.

- CX (CUE)

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The number of Dues Retention Months for CX will be changed from zero to 61.

- IX (AFT)

The number of Dues Retention Months for IX will be changed from 25 to 61.

- NX (CNA)

The number of Dues Retention Months for the NX unit will be changed from 36 to 61.

Benefits Rates Table

Since GTN 479 will no longer be available for unrepresented CX dues deductions, and the one-time process will move those employees currently enrolled in GTN 479 to the represented CX dues deduction (GTN 374), the rate defined for GTN 479 on the Benefits Rates Table will be removed.

Gross-to-Net Table

It is asked that when an employee is initially enrolled in dues deductions for the BX, CX, EX, or SX dues deductions, the appropriate dues deductions should be retained on the employee's record even though the employee has moved to another non-represented '99' TUC position or to a covered position in another bargaining unit.

Therefore, Collective Bargaining Behavior Code will be changed from a value of '2' (*If ineligible do not enroll, de-enroll if enrolled currently*) to '3' (*If ineligible do not enroll, do not de-enroll if enrolled currently*). Note that similar change should be made to the Collective Bargaining Behavior Code for the GTN number related to the Santa Cruz local UNIT OF K7.

The above changes will be applied to the following GTN numbers:

BX Unit – GTN 377
CX Unit – GTN 374
EX Unit – GTN 073
SX Unit – GTN 486

In addition, GTN 479 (CUE Unrepresented Dues) will be changed from Active to Inactive status. Inactive status of GTN 479 will allow the processing of adjustments to GTN 479 while preventing employees from initially enrolling in GTN 479.

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Attachments

1. One-time Detail report
2. One-time Warnings and Messages report

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OT14861/PPOT1486
 RETN: SEE RPTS DISP SCHEDULE/DIST.

UNIVERSITY OF CALIFORNIA-SYSTEMWIDE
 ONE-TIME PROGRAM
 CX DUES - MOVE UNCOV TO COV

PAGE NO. 1
 RUN DATE 04/01/03
 RUN TIME 06:20:27

| EMPLOYEE NAME/EMP ID | BEFORE DUES MOVEMENT | | AFTER DUES MOVEMENT | |
|---------------------------|-------------------------|----------|------------------------|----------|
| | GTN | DATA | GTN | DATA |
| BOB, BILLY 000050002 | 374-G | 1.00 | 374-G | 1.00 |
| | 374-U | 100.00 | 374-U | 300.00 |
| | 374-E | 01/01/03 | 374-E | 01/01/03 |
| | 479-G | 1.00 | | |
| | 479-U | 200.00 | | |
| | 479-E | 01/01/03 | | |
| POWERS, VITO 000050010 | 479-G | 1.00 | 374-G | 1.00 |
| | 479-U | 200.00 | 374-U | 300.00 |
| | 479-E | 01/01/03 | 374-E | 01/01/03 |

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OT14862/PPOT1486
RETN: SEE RPTS DISP SCHEDULE/DIST.

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ONE-TIME PROGRAM
WARNINGS AND MESSAGES

PAGE NO. 1
RUN DATE 04/01/03
RUN TIME 06/20:20

SPEC Card:

PPOT1486-SPECUPDATE

EDB Update selected

OT14862/PPOT1486
RETN: SEE RPTS DISP SCHEDULE/DIST.

UNIVERSITY OF CALIFORNIA-SYSTEMWIDE
ONE-TIME PROGRAM
WARNINGS AND MESSAGES

PAGE NO. 2
RUN DATE 04/01/03
RUN TIME 06/20:20

| | |
|---|----|
| TOTAL NUMBER OF EMPLOYEES SELECTED | 2 |
| TOTAL NUMBER OF EMPLOYEE CHANGE RECORDS | 11 |
| NUMBER OF DBL ROWS (UNC G-BAL) DELETED | 2 |
| NUMBER OF DBL ROWS (UNC U-BAL) DELETED | 2 |
| NUMBER OF DBL ROWS (COV G-BAL) INSERTED | 1 |
| NUMBER OF DBL ROWS (COV U-BAL) INSERTED | 1 |
| NUMBER OF DBL ROWS (COV U-BAL) UPDATED | 1 |
| NUMBER OF BRS ROWS (UNC) DELETED | 2 |
| NUMBER OF BRS ROWS (COV) INSERTED | 1 |