



OFFICE OF THE SENIOR VICE PRESIDENT —  
BUSINESS AND FINANCE

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June 5, 2003

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Re:	Release:	1495
	Service Requests:	80386
	Programs:	PPI730, PPI740
	CICS Programs	None
	Copymembers:	CPWSUCR
	Include Members:	None
	DDL Members:	None
	Bind Members:	None
	CICS Maps:	None
	Forms:	None
	Table Updates:	None
	Urgency:	Date Mandated (see Timing of Installation)

This release addresses the following service request:

**Service Request 80386**

In response to the California State budget crisis, the University of California, Office of the President, Human Resources & Benefits proposed a cost-saving Staff and Academic Reduction in Time (START) program for 2003. This program functions much like the TRIP (Time Reduction Incentive Program) program first implemented in 1992 to respond to similar fiscal challenges at that time.

The proposed START program allows an employee to reduce his/her appointment time from 10% to 50% for a 12-month period. In return, the employee receives full UCRP service credit and vacation and sick leave accrual at the pre-reduction rate.

It asked that the Payroll/Personnel System (PPS) be modified in the following processes:

- A process to establish the percentage amount of START reduction
- A process to pass the START reduction time on both the Monthly UCRS Payroll File Maintenance File and the UCRS Payroll Activity File.
- A process to generate vacation and sick leave accrual at the employee's pre- START rate

- Reporting of START participation
- CICS on-line screen changes

The above changes (Phase I) have been released as **Release 1482**, except for the changes to the UCRS Payroll File Maintenance File and UCRS Payroll Activity File due to timing issues.

Therefore, Phase II of the Staff and Academic Reduction in Time project contains the necessary changes to include the START data on the UCRS Payroll File Maintenance File, and to include 'RTP' and 'RTS' related distribution entries in the Service Credit segment of the UCRS Payroll Activity File

### **Programs**

#### **PPI730**

Currently, PPI730 creates the UCRS Payroll Activity File that contains employee level data, Service Credit data, Contribution data, and Tax data.

PPI730 has been modified to include employees' distribution entries associated with a DOS Code of 'RTP' or 'RTS' on the Service Credit segment. A value of 'TR' is assigned to the Budget Initiative Flag field of the Service Credit segment for those distribution entries associated with a DOS Code of 'RTP' or 'RTS'.

#### **PPI740**

Currently, PPI740 reports changes to the employee's EDB data on the UCRS Payroll File Maintenance File.

PPI740 has been modified to report changes in values to the employee's START Percent (EDB 0495), START Begin Date (EDB 0496), or START End Date (EDB 0497) on the UCRS File Maintenance File. The record structure of the UCRS History File has changed to include the START Percent (EDB 0495), START Begin Date (EDB 0496), or START End Date (EDB 0497).

It is noted that the record lengths of the UCRS Payroll File Maintenance record and UCRS History record have not changed.

### **CopyMembers**

#### **CPWSUCRS**

A new field named "**Budget Initiative Flag**" has been added to the Service Credit segment to identify those distributions that are START related distributions.

### **Test Plan**

An installation Test Plan is provided with this release.

### **Installation Instructions**

Installation Instructions are provided as a separate document.

### **Timing of Installation**

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The installation of this release is ***Date Mandated***.

This release must be installed after the May month-end processes have already run and before the June month-end processes are run.

PPOT1495 must be installed and run **after** the production execution of PPI740 to produce the UCRS File Maintenance File for the May month-end processing and **before** the production execution of PPI740 to produce the UCRS File Maintenance File for the June month-end processing.

The input UCRS History File into PPOT1495 must be the output UCRS History File produced from the May month-end processing of PPI740. The input UCRS History File into PPI740 for the June month-end processing must be the output UCRS History File produced from PPOT1495.

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

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