



OFFICE OF THE SENIOR VICE PRESIDENT —
BUSINESS AND FINANCE

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Re:	Release:	1526
	Service Requests:	80617
	Programs:	PPEC001, PPP170, PPOT1526
	CICS Programs	PPWIAPP, PPWIAPT
	Copymembers:	CPWSW88S
	Include Members:	None
	DDL Members:	None
	Bind Members:	PPOT1526
	CICS Maps:	None
	Forms:	None
	Table Updates:	Data Element Table, Code-Translation Table, System Messages Table, CICS Help
	Urgency:	Not Urgent (see Timing of Installation)

This release addresses the following service request:

Service Request 80617

The contract between UC and AFT covering non-senate faculty, effective June 30, 2003, includes Article 7C, "Continuing Appointments", which outlines a transition of current post-6 year lecturer appointments to "continuing" appointments. This transition necessitates a new *Duration of Appointment Code of 'C'* for continuing appointments with indefinite appointment end dates.

In addition, campuses have requested that PPS (Payroll/Personnel System) be modified to allow indefinite appointment end dates ('999999') when the Duration of Appointment Code is 'S - Security of Employment'. Currently, appointments with a *Duration of Appointment Code of 'S'* must have a definite appointment end date.

Service Request 80617 asks that the PPS be modified per below:

Data Dictionary Entry

A new Duration of Appointment Code value, 'C - Continuing' should be added to data element EDB 2004. See Attachment A.

EDB File Maintenance

The consistency edit related to the issuance of message 08-062 should be modified to include the Duration of Appointment Code of 'C' in the conditional statement (If Duration of Appointment Code is not equal to 'I', 'E', 'S', or 'T').

The consistency edit related to the issuance of message 08-069 should be modified to remove the Duration of Appointment Code of 'S' from the conditional statement (If Duration of Appointment Code is equal to 'N', 'S', 'V', 'A', or blank).

CICS Help Text

The new code value and description, 'C - Continuing', should be added to the help text for EDB 2004.

Data Element Table

A value of 'C' should be added to the existing valid Duration of Appointment Codes for EDB 2004.

System Messages Table

Message 08-062 should be modified to include Duration of Appointment Codes of 'S' and 'C' in the text. Thus, the text should contain "DUR OF EMPL IS C, I, E, S, OR T; APPT END DATE MUST BE INDEF".

Code Translation Table

A translation for the new code value should be added to the CTT:

<u>Data Element</u>	<u>Value</u>	<u>Length</u>	<u>Translation</u>
EDB 2004	C	11	Continuing
EDB 2004	C	22	Continuing

In addition, the following translations with a length of 6 are added to the CTT:

<u>Data Element</u>	<u>Value</u>	<u>Length</u>	<u>Translation</u>
EDB 2004	A	06	Acting
EDB 2004	B	06	Budget
EDB 2004	C	06	Contg
EDB 2004	E	06	No End
EDB 2004	I	06	Indef
EDB 2004	N	06	Non-Te
EDB 2004	S	06	Securi
EDB 2004	T	06	Tenure
EDB 2004	V	06	Visa

One-time Program

A one-time program should be developed to change the Appointment End Date for appointments with a Duration of Appointment Code of 'S' ('Security of Employment'). The program should select any active or future appointment (as of the SCR Current Date) with a Duration of Appointment Code (EDB 2004) value of 'S' and set the Appointment End Date (EDB 2003) to '999999'.

The one-time program should also generate a central office report, sorted by employee name, listing the appointments modified. The report should include the following data:

- Employee Name (EDB 0105)
- Employee ID
- Employee Home Department (EDB 0114) and translated department name from the Home Department Table
- Appointment Number (EDB 2001)

- Title Code (EDB 2006) and translated title code from Title Code Table
- Previous Appointment End Date
- New Appointment End Date

See Attachment B for sample report.

Programs

PPEC001

This program performs the consistency edits on Duration of Appointment Code.

Currently, message 08-062 "DUR OF EMPL IS 'T', 'I', OR'E'; APPT END DATE MUST BE INDEFINITE" is issued when Duration of Appointment Code value is *not* blank, 'N', 'S', 'V', 'A', or 'B' *and* the Appointment End Date is not '9999-12-31'. The Duration of Appointment Code values of 'S' and 'C' have been added to the conditional statement.

Currently, message 08-069 "DUR OF EMPL VALUE REQUIRES DEFINITE APPT END DATE" is issued when Duration of Appointment Code value is 'N', 'S', 'V', or 'A'. The Duration of Appointment value of 'S' has been removed from the conditional statement.

PPP170

This modified program produces the Personnel Action Form Reports. PPP170 edits Duration of Appointment Code and formats a literal translation to the report(s). The program has been modified to format the literal "CONTINU" to the report when Duration of Appointment Code equals 'C'.

PPOT1526

This one-time program produces a report of those employees whose Duration of Appointment Code is 'S' and their Appointment End Dates have been changed from definite to indefinite (9999-12-31).

The report contains the following data elements:

1. Employee Identification Number,
2. Employee Name (EDB 0105),
3. Home Department Code (EDB 0114),
4. Home Department Name,
5. Appointment Number (EDB 2001),
6. Appointment Title Code (EDB 2006),
7. Old Appointment End Date (EDB 2003),
8. New Appointment End Date (EDB 2003)

An EDB Change File is created for the updated Appointment End Date values.

PPOT1526 uses a Run Specification Record. The following is the one-time specification record format:

cc 1-13	Program ID: it must be 'PPOT1526 -SPEC'
cc 14-19	Run Mode: it must be one of the two following values: 'REPORT' for report only mode, i.e. non-update mode - will produce report and Change File, but no updates to EDB. 'UPDATE' for update mode - will produce the report, Change File, and updates to EDB.
cc 20-80	FILLER

See sample report as Attachment B.

CICS Programs

PPWIAPP

This program is the screen processor program for the EDB Inquiry Appointment/Distribution (IAPP) screen.

It has been modified to call existing utility program PPCTTUTL to get the translated Duration of Appointment Code from the CTT Table.

PPWIAPT

This program is the screen processor program for the EDB Inquiry Appointment/Distribution Cmpct (IAPT) screen.

It has been modified to call existing utility program PPCTTUTL to get the translated Duration of Appointment Code from the CTT Table.

Copymembers

CPWSW88S

CPWSW88S defines common 88 values that are used in various PPS modules.

The Duration Appointment Coded of 'C' has been added for W88_APPT_DURATION.

Bind Members

PPOT1526 (new)

A plan bind member has been created for one-time program PPOT1526.

Table Updates

Data Element Table

A new value of 'C' has been added as a valid value for the Duration of Appointment Code (EDB 2004). 'C' designates that the appointment is a continuing appointment with an indefinite end date.

Use the transactions in release file PAYDIST.R1526.CARDLIB(DETPROD), or key from the provided facsimile UPAY553 form. These transactions may be used both for testing and production, with the approval of your campus Payroll Manager.

Code Translation Table

Code Translation updates for Duration of Appointment Code of 'C'.

Use the transactions in release file PAYDIST.R1526.CARDLIB(CTTPROD), or key from the provided facsimile UPAY814 for. These transactions may be used for testing and production with the approval of your campus Payroll Manager.

System Messages Table

Existing message 08-062 has been modified to include Duration of Appointment Codes of 'C' and 'S' to the existing message text.

The update transactions in release file PAYDIST.R1526.CARDLIB (MSGPROD) and the completed facsimile form UPAY554 sent with this release are supplied for both Test and Production.

CICS Help

The On-Line help entry for Duration of Appointment Code (EDB2004) has been updated to show the new valid value of 'C' (Continuing) in the field level help. See Attachment A

JCL (new)

- PPOT1526

To create JCL to run one-time PPOT1526, sample JCL in PAYDIST.R1526.JCL can be used as a model.

Test Plan

An installation Test Plan is provided with this release.

Installation Instructions

Installation Instructions are provided as a separate document.

Timing of Installation

The installation of this release is *Not Urgent*.

This release is not urgent. However, since the new 'continuing' appointment duration is already in affect as June 30, 2003, this release should be installed as soon as possible to allow the user to designate a continuing appointment via the Duration of Appointment Code of 'C'.

As usual, campuses are encouraged to install this release in as timely a fashion as possible and in the normal numeric sequence.

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

Jackson Quan

cc: Jerry Wilcox