

Payroll Deduction/UAW-Voluntary Community Action Program (VCAP)

Overview

Article 27.B. of the University's recently negotiated contract with the United Auto Workers (UAW), effective December 3, 2003, covering the Academic Student Employees (ASE) – “BX” - bargaining unit at UC Berkeley, UC Davis, UC Los Angeles, UC Riverside, UC San Diego, UC Santa Cruz, UC Santa Barbara, and UC Irvine provides for payroll deductions for the union’s sponsored political action contribution. As a result, the UAW-Voluntary Community Action Program (VCAP) must be established as a payroll deduction program as soon as possible such that it will be available to eligible bargaining unit employees wishing to participate therein.

Background

Currently, the University maintains payroll deductions involving union-sponsored political action contributions, which have been set up as a unique category of miscellaneous deductions, on behalf of two other unions. These programs are the AFSCME/PAC and UPTE/COPE deductions. While the AFSCME/PAC program requires that an employee meet specific eligibility criteria, i.e., an employee has to be an AFSCME dues payer, there is no such restriction with respect to UPTE/COPE and any employee wishing to participate in-the program may do so by authorizing payroll deductions.

Modifications to PPS to accommodate the above and related changes were provided in Releases 1384, 1390, 1422, 1425.

Modification Requested

Modifications to PPS should be made to accommodate the specifics of the UAW BX-VCAP deductions which include the following:

- Contributions are to be based on flat monthly deductions as specified by an employee
- The ASE must be an active “BX” unit dues paying member for the VCAP deduction to occur
- A new Gross to Net (GTN) Number, 483, will be assigned to be associated with the newly defined BX UAW-VCAP deduction
- Employee Social Security masking will not be applicable to this deduction in the union reporting process in PPP495
- It will not be necessary to indicate the earnings or hours associated with this deduction in the union reporting process in PPP495.

- PPS modifications should be made to enforce the eligibility criteria for participation in the BX UAW-VCAP which requires that the employee be a BX/ASE unit dues payer. Thus, before the PPS allows the addition of the BX UAW-VCAP GTN (483) to an employee’s record, it should look for the employee’s enrollment in BX/ASE dues - GTN 377. If it finds GTN 377 on an

employee's Employee Data Base (EDB) record, PPS should allow enrollment in BX UAW-VCAP, GTN (483).

- During the initial enrollment of the BX UAW-VCAP deduction, if the PPS does not find the dues GTN, 377, on an employee's EDB record, the system should reject the BX UAW-VCAP enrollment and issue a message.
- If BX/ASE dues deductions are cancelled or de-enrolled, any UAW BX-VPAC deduction should be initialized and a message issued.

Edits

The program should provide edits and issue appropriate messages as part of the EDB file maintenance process such that:

- a) Initially:
 - (1) If the employee has no dues-paying deduction on his/her EDB record, the system should block the addition of the BX UAW-VCAP deduction
 - (2) The system should issue a message; suggested text is "NO DUES DED; NOT ELIGIBLE FOR BX UAW-VCAP", with a severity level of '7' (Employee Reject) for on-line and '5' (Transaction Reject) in batch..

- b) On a continuing basis:
 - (1) If an employee cancels or de-enrolls from the BX/ASE dues (GTN 377) deduction, the system automatically should de-enroll the BX UAW-VCAP deduction concurrently.
 - (2) The system should issue a message: suggested text is "NO DUES DED; DE-ENROLLED FROM BX UAW-VCAP" with a message severity of '2' (Implied Maintenance) for both batch and on-line.

Reporting

- The BX UAW-VCAP (GTN 483) should be included in the reporting of miscellaneous deductions via the Standard Union Deduction File in PPP495.
- The BX UAW-VCAP (GTN 483) should also be added to the list of employee organization deductions reported on the Corporate Personnel System Employee File.

Control Tables

Control Table changes should be provided to reflect the assignment/update of GTN #483 in connection with the BX UAW-VCAP deductions per the attached sample GTN table entries.

Payroll Coordination

02/12/04 (Final)