

Release 1713

**Service Requests 81451, 81447
Error Report 1982
2006 Web Merit Enhancements**

Detail Design

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Introduction

Service Requests 81451 and 81447 included the following background:

“PPS release 1428, dated August 9, 2002, implemented the initial Web Merit system, a web-based online application to automate the processing of merit increases. A subsequent release the following year, R1513, added new functionality to process across-the-board (ATB) cycles.

In 2005, Santa Barbara became the first campus to use the Web Merit system to process October merit increases for policy-covered (unit ‘99’) employees. Other campuses, in particular UCLA and UC Riverside, tested the application extensively or ran the application in parallel with the existing batch merit process (PPP670).

After the October 2005 merit cycles were complete, HR&B ISS solicited feedback from those campuses which had implemented or tested the application, with the goal of identifying critical and high-impact modifications which would allow more locations to use the application.”

Service Request 81451 asks that the Payroll/Personnel System (PPS) be modified so that:

1. PPS allows cycle definitions with the same program type, sub-location, appointment representation code, bargaining unit code, and monthly effective date.
2. The Next Salary Review Date field is optional for all cycle types.
3. An optional “biweekly” Probation Date field should be added to the cycle definition screen. This second Probation Date field should accept any date entered in the required date format (mm/dd/yy).
4. When a user enters a value for the existing Probation Date field, the system should no longer validate the entered date against the cycle date. The system should accept any date entered in the required date format (mm/dd/yy).
5. For ‘99’ titles only, if the application finds no covered rates for the Title Code/Sub-location combination, it should retrieve the uncovered rates for the Title Code/Sub-location combination and include the employee on the roster.
6. When the system calculates the new annual salary for an employee, if the employee’s new rate is below the minimum rate for the Title Code/Rep Code/Sub-location combination, the merit increase should be applied. The appointment should still be flagged with the existing error code (‘RLM’), and this error should be included on the roster audit file produced at the conclusion of the merit cycle.
7. A cycle may be defined as allowing ‘over maximum’ rates to be calculated. For these cycles, when the system calculates a new rate resulting in the employee’s salary being over the maximum rate for the Title Code/ Rep Code/ Sub-location combination, the merit increase should be applied. If the

employee's current rate is already greater than the maximum rate for the Title Code/ Rep Code/ Sub-location combination, the merit increase should be applied.

This release also addresses some of the requirements from Service Request 81447 as follows:

1. On the Merit Menu, the text page header and the HTML page title should be modified to read "Merit Menu". The font size of the page text should be increased by 1 point.
2. The merit cycles listed on the Merit Cycle Administration page now should be displayed in ascending order by cycle ID.
3. On the Roster Cycle List page, the label for the "Submit" button should be changed to read "Open Roster".
4. On the Roster page:
 - The label for the "Submit" button should be changed to read "Save Changes". In addition, a tooltip box should be generated when the user hovers the cursor over the button. The tooltip text should read "Submit changes or new updates to the roster".
 - A tooltip box should be added to the "Calculate" button. The tooltip text should read "Calculate new rates without saving changes".
 - The font size for the error message descriptions that appear at the bottom of the roster should be increased by 1 point.
 - In the heading of the "Evaluation Date" column, the acceptable date format (MM/YY) should be added.
 - The Cycle ID at the top of the page should be a clickable link. Clicking on the Cycle ID should launch the Cycle Criteria page in a popup window.
5. On the employee detail page, the labels for the "Save" and "Delete" buttons should be clarified to avoid user confusion. The label for the "Save" button should be changed to read "Save Comments". The label for the "Delete" button should be changed to "Delete from Roster".
6. A new Frequently Asked Questions page should be developed for the Web Merit application.

This release also addresses Error Report 1982 as follows:

1. The Web Merit extract report, PPP6751, should be modified to include the column headings on each page of the report, not only the first page.
2. In addition, not specified in the error report, this report should perform a page break for each new cycle processed by the extract process with the page number reset.

Processing Overview

Summary of Modifications

Service Request 81451 Changes:

1. Drop the unique alternate index PPPXMCC2 in the Merit Cycle definition table PPPMCC that restricts the definition of a cycle with the same program type, sub-location, appointment representation code, bargaining unit code, and monthly effective date.
2. Currently, Next Salary review date is allowed to be blank only for ATB Cycle Types. Add logic so that all Cycle Types will allow Next Salary Review Date to be blank.
3. A new field, Biweekly Probation Date, will be added to the cycle definition table PPPMCC to allow campuses to indicate distinct probationary period end dates for monthly and biweekly-paid employees. The batch extract application that validates EDB data against cycle eligibility criteria will be modified to check the new Biweekly Probation Date or the existing Monthly Probation Date based on the employee's Primary Pay Schedule.
4. If the call to the program PPTCTUTL or PPIRANGE returns a 'not found' condition for a combination of Appointment's Title Unit Code of '99' and Representation Code of 'C', then call program PPTCTUTL or PPIRANGE again with Appointment's Title Unit Code of '99' and Representation Code of 'U' combination.
5. For the ATB Range Cycles, if the calculated new salary is above the maximum allowed in the range defined in the TCT tables, then the batch extract program PPP675 will be modified to allow the employee's new salary to be above the maximum range if the Allow Over Maximum Indicator for the Cycle is 'Y'.
6. Add values to the flag set by the batch extract program for the Web Merit programs used to indicate the action taken in updating the new calculated salary and the results of testing that new salary to the minimum and maximum rates allowed.
7. Web Merit cycle definition changes:
 - The cycle definition process will allow cycle definitions with the same program type, sub-location, appointment representation code, bargaining unit code, and monthly effective date.
 - The Next Salary Review Date field will be optional.
 - An optional "biweekly" Probation Date field will be added to the cycle definition screen.
 - When a user enters a value for the existing Probation Date field, the system will no longer validate the entered date against the cycle date.
 - A new indicator on the cycle definition screen will allow an open range merit or open range ATB cycle to be defined as allowing 'over maximum' rates to be calculated
8. Web Merit rosters changes:

- For '99' titles only, if the web merit application or batch ATB processes finds no covered rates for the Title Code/Sub-location combination, it will retrieve the uncovered rates for the Title Code/Sub-location combination and include the employee on the roster.
- The Employee Detail page will open in a new browser window rather than loading in the current browser window.
- If a user has entered new data on a roster within the current visit to the page, and he or she clicks off of the page without first pressing the submit button, the application will issue a prompt reminding the user that any unsaved data will be lost and will give the user an option to save or cancel the changes.
- A button will be added to the roster screen to download an electronic file of the current roster.
- When the web application or batch ATB process will calculate the new annual salary for an employee, if the employee's new rate is below the minimum rate for the Title Code/Rep Code/Sub-location combination, the merit increase will be applied.

Service Request 81447 Changes:

1. Web Merit menu changes:
 - On the Merit Menu, the text page header and the HTML page title will be modified to read "Merit Menu".
 - The font size of the page text will be increased by 1 point.
2. Merit Cycle Administration page changes:
 - The merit cycles will be displayed in ascending order by cycle ID.
3. Roster Cycle List changes:
 - The label for the "Submit" button will be changed to read "Open Roster".
4. Roster changes:
 - The label for the "Submit" button will be changed to read "Save Changes".
 - A tooltip will be added for the "Save Changes" button.
 - A tooltip will be added to the "Calculate" button.
 - The font size for the error message descriptions which appear at the bottom of the roster will be increased by 1 point.
 - In the heading of the "Evaluation Date" column, the acceptable date format (MM/YY) will be added.
5. Employee Detail page changes:
 - The label for the "Save" will read "Save Comments".
 - The label for the "Delete" button will read "Delete from Roster".
6. A new Frequently Asked Questions page will be added for the Web Merit application.

Error Report 1982 Changes:

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The report PPP6751 generated by the Web Merit batch extract process will have the following changes:

1. The column headings will repeat on each page.
2. The report will have a page break for each merit cycle processed.
3. The page numbering will start over for each merit cycle processed.

DDL Members

IXMCC02C

This DDL member contains statements for creating the alternate unique index PPPXMCC2 for the table PPPMCC. This release will obsolete this DDL member.

PPPVZMCC

This DDL member contains statements for creating the whole table view from the PPPMCC table. Column names 'MCC_BW_PROB_DATE' and 'MCC_ALLOW_OVER_MAX' will be added to this existing view.

PPO17131

This one-time DDL member contains a statement to drop the alternate index PPPXMCC2.

PPO17132

This one-time DDL member performs a re-grant of access to the view PPPVZMCC for the Web application.

TBMCC00C

This DDL member contains statements for creating all the columns for the table PPPMCC. Column names 'MCC_BW_PROB_DATE' and 'MCC_ALLOW_OVER_MAX' will be added to this table.

TBMCC02A

An ALTER statement will be used to add column names 'MCC_BW_PROB_DATE' and 'MCC_ALLOW_OVER_MAX' to the PPPMCC table.

Include Members

PPPVZMCC

PPPVZMCC is the existing Include member that defines the working storage for the view PPPVZMCC_MCC of the PPPMCC table. This include member PPPVZMCC will be modified to contain the new 'MCC_BW_PROB_DATE' and 'MCC_ALLOW_OVER_MAX' columns.

COBOL Programs

PPP675

PPP675 is the program that performs the extraction of data from the EDB for the Web Merit tables. This program will have the following changes made.

1. Logic will be added so that all the Cycle Types will allow Next Salary review date to be blank.

2. Logic will be added to screen the employee using the new MCC Biweekly Probation Date or the existing MCC Monthly Probation Date based on the employee's Primary Pay Schedule.
 - a. The Probation Date of the employees with primary pay schedule of 'BW' will be compared against the new MCC Biweekly Probation Date.
 - b. All the employees with primary pay schedules of MA or SM will be treated the same as MO employees for the purposes of evaluating the probationary period end date. So the Probation Date of the employees with primary pay schedules of 'MA' or 'SM' or 'MO' will be compared against the existing MCC Probation Date.
3. If the call to the program PPTCTUTL or PPIRANGE returns a 'not found' condition for a combination of Appointment Title Unit Code of '99' and Representation Code of 'C', then PPP675 will call program PPTCTUTL or PPIRANGE again with Appointment Title Unit Code of '99' and Representation Code of 'U' combination.
4. For the ATB Range Cycles, if the calculated new salary is above the maximum allowed in the range defined in TCT system, then PPP675 allows the employee to have a higher salary than the maximum range if the Allow Over Maximum Indicator for the Cycle is 'Y'. The existing flag MLA-MAX-RATE-FLAG will be used to record this fact by moving a value of 'A'. Then, the web portion of the web merit will use this code to translate this fact appropriately to the users in the roster screen. Other values for the flag will be added to reflect the relationship of the new calculated rate and the minimum and maximum rates allowed.

The following are the current values for this flag.

MLA-MAX-RATE-FLAG	Meaning
'N'	Default Value
'L'	If the ATB percentage increase is negative and the current salary is less than the minimum allowed salary range, then new salary is restricted to be at the current salary.

The new values and their meaning for the MLA-MAX-RATE-FLAG are below:

'A'	If the calculated new salary is above the maximum allowed in the range defined in TCT system, then the employee is allowed to have higher salary than the maximum range if the Allow Over Max Indicator is 'Y'.
'M'	If the calculated new salary is above the maximum allowed in the range defined in the TCT system, then the employee's new salary is capped at the TCT maximum range if the Allow Over Max Indicator is not 'Y'.

'B'	If the current salary is below the minimum in the range defined in the TCT system and the new calculated salary is also below the minimum, the calculated salary is applied.
'T'	If the current salary is at the maximum allowed in the range defined in the TCT system and the Allow Over Max Indicator is 'N', then the employee's new salary is capped at that same rate.
'O'	If the current salary is above the maximum allowed in the range defined in the TCT system and the Allow Over Max Indicator is 'N', then the employee's new salary is capped at that same rate.

Note: For a Merit cycle that is applying a decrease, the new salary is capped at the minimum if the current salary is greater than the minimum and the new salary calculated is below the minimum. The MLA-MAX-RATE-FLAG is not set to any value to indicate such.

5. Changes to the Error and Control Report, PP6751.
 - a. Column heading will print on all pages.
 - b. There will be a page break for each new merit cycle processed.
 - c. When there is a page break for a merit cycle, the page numbering will start over.

PPTCTSP2

PPTCTSP2 is the Stored Procedure interface to PPTCTUTL for step based rates. The input parameters identify a rate set that is requested from the PPS Title Code tables and the output parameter returns the relevant rates, if any. It will be modified to call PPTCTUTL a second time to get a rate set if there are no rates returned for a combination of an Appointment Title Unit Code of '99' and a Representation Code of 'C'. The second call will be for a combination of an Appointment Title Unit Code of '99' and a Representation Code of 'U'.

PPTCTSP5

PPTCTSP5 is the Stored Procedure interface to PPTCTUTL for range based rates. The input parameters identify a rate set that is requested from the PPS Title Code tables and the output parameter returns the relevant rates, if any. It will be modified to call PPTCTUTL a second time to get a rate set if there are no rates returned for a combination of an Appointment Title Unit Code of '99' and a Representation Code of 'C'. The second call will be for a combination of an Appointment Title Unit Code of '99' and a Representation Code of 'U'.

Web/JavaSource/dataAccessBeans

CycleIdDetailAccessBean.java

This program handles database access for merit cycle data. It will be modified as follows:

- Change database field name for moProbDate.
- Reference new database field for bwProbDate.
- Reference new database field for allowOverMax.

RosterDataAccessBean.java

This program handles database access for rosters. The following changes will be made:

- Add logic to check new ATB flags “A”, “M”, “T” and “O” (method getRosterData).
- Add logic to populate array of database values used to determine if user made screen changes (getRosterData).
- Add logic for new ROM flag (method checkRangeRates) and fix pre-existing bug where flags are set for changed rows only.
- Add logic for new flag allowOverMax (method checkRangeRate).

Web/JavaSource/displayBeans

CycleDetailObject.java

This program handles the screen data for merit cycle data. This program will be modified as follows:

- Make changes for moProbDate (was eligprobdate).
- Add new field bwProbDate.
- Add new field allowOverMax.

RosterPageObject.java

This program handles the screen data for rosters. This program will be modified as follows:

- Add field ROM_exists and set/get methods for new ROM code.
- Add new array for roster database values and set/get methods.

Web/JavaSource/Handlers

CycleListHandler.java

This program handles or processes the cycle list screen. An "ORDER BY MCC_CYCLE_ID" clause will be added to the select statement for the PPPVZMCC_MCC view so that the cycles will be retrieved (and displayed) in ascending cycle ID order.

RosterHandler.java

This program controls navigation or event processing for the roster screens. This program will be modified as follows:

- Change mode for downloads from AUDITDOWNLOAD to DOWNLOAD.
- Change wording of employee delete confirmation message.
- Add logic for update and calculate to populate the array storing database values. The array determines if the user made screen changes.

Web/JavaSource /parameters

Parm.java

This program loads static parameters. Logic will be added for the new ROM and RAM messages.

Web/Webcontent/javascript

AdminCycle.js

This program contains the edits called by the add and edit screens for merit cycle administration. This program will be modified as follows:

- Comment out the edit requiring Next Salary Review Date.
- Change all occurrences of the old field name eligprobdate to the new field name moProbDate.
- Remove the edit on moProbDate field requiring that if the date is entered, it cannot be greater than the cycle date.
- Add the same edits for the new field bwProbDate that exist for the field moProbDate:
 - Cannot be entered if program type is MSP or SMG.
 - If entered must be an acceptable date format mm/dd/yy.

AdminErrorMessages.js

This program contains the error messages for merit cycle administration. The error messages for Next Salary Review Date and Probation data will be commented out (message numbers 1112 and 1129). A new error message (1165) was added for the over maximum edits.

CommonJSFunctions.js

This module contains common functions used by many screens in Web Merit. A new function (rosterSavePrompt) will alert the user that if they leave the current screen, unsaved data will be lost. All popup windows will be resizable (openNewWindow).

Header.js

This is a new program for the Header.include file. The Header.include file contains the menu links for all the screens. A new function (okToNav) will determine if the user made changes on the roster screen.

RosterEmpDetail.js

This program contains the edits for both the employee detail screens. The function for the "Go Back" button will be commented out.

RosterRangeBased.js and RosterStepBased.js

These programs contain the edits for the roster screens. They will be modified as follows:

- To allow downloads for all rosters, not just audits, change name of function audit to rosterDownload and change mode from AUDITDOWNLOAD to DOWNLOAD.
- Add new function checkIfChanges to see if user made any screen changes.
- Change goNext, goPrev, and rosterDownload functions to call new function checkIfChanges and rosterSavePrompt (new function in CommonJSFunctions.js).
- Change methods empDetail, goPrev, goNext and validate adding a line for target="_new" (empDetail) and target="_top" (goPrev, goNext and validate).

Web/Webcontent/Pages

AdminCycle AddNew.jsp and AdminCycleEdit.jsp

These are the screen programs for adding and editing merit cycles. They will be modified as follows:

- Make field Next Salary Review Date field (salrevdate) optional. Change wording at the top of the page to indicate this change, and remove red * by the field label.
- Add new field Biweekly Probation Date (bwProbDate). Change label for existing probation date field to Monthly Probation Date and change field name from eligprobdate to moProbDate.
- Add new field for Allow Over Maximum Indicator (allowOverMax) and include screen help for this field.

DisplayOverMaxIndicator.htm

This will be a new HTML page to display help text for the new field Allow Over Max Indicator.

FAQ.htm

This will be a new HTML page to display Frequently Asked Questions.

Header.include

This module contains the links for the menus included on each page. This file will be modified as follows:

- Add javascript Header.js to include new function okToNav.
- Change links to call new function okToNav .
- Add link for FAQ page.

MeritMenu.jsp

This is the merit menu page. It will be modified to read "MERIT MENU" instead of "MAIN MENU" in the header, and the font size will be increased one point.

RosterCycleDetail.jsp

This page displays the eligibility criteria when the user clicks the CycleId hyperlink on the Roster Cycle List page. The following changes will be made to this page:

- Change display and name for moProbdate.
- Add new field bwProbDate.
- Add new field allowOverMax

RosterCycleList.jsp

This page displays the roster list. It will be modified as follows:

- Button label "Submit" will be changed to "Open Roster".

RosterRangeBased.jsp and RosterStepBased.jsp

These are the screen programs for the range and step based rosters. The following modifications will be made:

- To allow downloads for all rosters, not just audits, remove test for display of download button.
- Change wording of Download button to "Download Roster".

- Change name of javascript function audit to rosterDownload.
- Move Header.include file after the form declaration so that functions in Header.js (new) can refer to the screens by name.
- Add an array of “before” data to compare with screen data to determine if any changes were made.
- Add new button Reset to erase unsaved data.
- Add new ROM message (RosterRangeBased.jsp only).
- Add new RAM message (RosterRangeBased.jsp only).
- Change layout to allow display of multiple screen flag messages.
- The button label "Submit" will be changed to "Save Changes".
- A tooltip will be added to the "Save Changes" button which will read "Submit changes or new updates to the roster".
- A tooltip will be added to the "Calculate" button which will read “Calculate new rates without saving changes”.
- The font size for messages at the bottom of the roster pages will be increased by 1 point. (4.2.5)
- In the heading of the “Evaluation Date” column, the acceptable date format (MM/YY) will be added.

RosterRangeBasedDownload.jsp and RosterStepBasedDownload.jsp

These programs contain the range and step based roster data for the tab-delimited file for download. These pages will be modified as follows:

- Leave _AUDIT as part of filename for audit downloads and add _ROSTER as part of filename for non-audit rosters.
- Change “Title Desc.” Heading to “Dept. Desc.” and move this column before Title Code.
- Add fields “Annual Increase” for range rosters and “Recommended Increase” for step rosters.
- Add new column “Error Code” for audit roster downloads (test against RPO.getScreen_mode.equals(“AUDIT”).

RosterRangeEmpDetail.jsp and RosterStepEmpDetail.jsp

These are the employee detail pages for the range and step based rosters. These pages will be modified as follows:

- Change “Go Back” button to read “Close”.
- Remove Header.include file.
- Button label "Save" will be changed to "Save Comments".
- Button label "Delete" will be changed to "Delete from Roster".

constant.properties

This file contains static messages, page names and miscellaneous constant values. This file will be modified as follows:

- constant.ROSTER_RSM_MSG_STEP and constant.ROSTER_RSM_MSG_RANGE will be changed to read “New rate is more than the max available in TCT.”
- Add code for new range RAM message.