



OFFICE OF THE SENIOR VICE PRESIDENT —  
BUSINESS AND FINANCE

OFFICE OF THE PRESIDENT  
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September 21, 2007

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Re:	Release:	1787
	Service Requests:	81970
	Programs:	PPO1787A (one-time), PPO1787B (one-time)
	Copy Members:	None
	Include Members:	None
	DDL Members:	None
	Bind Members:	PPO1787A, PPO1787B
	CICS Maps:	None
	CICS Help:	None
	Forms:	None
	Table Updates:	None
	Urgency:	Date Mandated (see Timing of Installation below)

This release addresses the following:

**Service Request 81970**

Service Request 81970 asked that a one-time process be developed to calculate the 4.5% Across-the-Board Increase for AFSCME-represented employees in the SX (Service) Unit, effective October 1, 2007.

In addition, it is asked that a tab-delimited electronic file be produced containing specific data on those employees who are selected for the 4.5% Across-the-Board Increase.

The background information is quoted below from Service Request 81970.

**Background**

The University and the American Federation of State County and Municipal Employees (AFSCME) union reached agreement on 05/22/07 on a new contract covering the Service (SX) Unit. The wage article for this agreement – Article 42, sections B.3.a and B.3.b - authorizes the following increases, effective October 1, 2007:

3. 2007-2008

**Employees in this unit will receive the increases as set forth below. The increases identified in section B.3.a. and B.3.b. below will occur simultaneously.**

- a. One-half percent (.5%) market equity increase to ranges and individual rates effective October 1, 2007, allocation to be negotiated by the parties. If the parties do not reach agreement on the allocation, **by April 30, 2007** distribution will be across-the-board.
- b. The University shall increase the ranges and individual rates for each Service Unit employee by four percent (4%), effective October 1, 2007, provided the funding is allocated to the

University as a general range adjustment pursuant to the State Budget Act as finally adopted  
**and in accordance with Article 8 – Duration, §A.1.d.**

Under the terms of the agreement, since the ratification occurred on May 22, 2007, the .5% market equity increase and the 4% rate increase have been combined and employees' salaries will be adjusted by a total of 4.5%, distributed to the SX unit employees across the board.

This service request addressed the special wage increase for staff employees in non-stepped titles in the following groups:

- represented employees, consisting of all covered employees designated in the 'SX' unit

It is noted that an existing alternate process is being used to provide increases for step-based titles. It is also noted that this process will not be used at the Berkeley Campus, since salary adjustments there are handled via another mechanism.

The process required to calculate the increase for all non-step based, SX covered employees, created EDB update transactions and created costing transactions. All adjustments were calculated and applied as base-building increases to existing appointment / distribution pay rates.

### **Programs**

#### **PPO1787A**

One-time program PPO1787A, cloned from PPP910, has been developed to select employees for the SX open range across-the-board increase from the EDB, calculate the new pay rate for each selected distribution based on an across-the-board adjustment of 4.5%, and create EDB update transactions and Costing transactions.

#### **PPO1787B**

One-time program PPO1787B, cloned from PPO1778B, has been developed to produce a tab-delimited Electronic File. In addition, an Exception Report and Control Totals Report are produced.

### **Bind Members**

#### **PPO1787A**

PPO1787A contains the bind statements for the plan associated with PPO1787A.

#### **PPO1787B**

PPO1787B contains the bind statements for the plan associated with PPO1787B.

### **Installation Instructions**

A separate Installation Instructions document is provided for this release.

### **Test Plan**

A separate Test Plan document is provided for this release.

### **Timing of Installation**

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

OP Labor Relations has requested that campuses process the adjustment so that it is reflected in:

- the October 31, 2007 check for the BW pay period beginning October 7, 2007
- the October 23, 2007 check for the SM pay period beginning October 1, 2007
- the November 1, 2006 check for the MO pay period beginning October 1, 2007

Beatrice Cardona, et al  
September 21, 2007

In addition, the output Electronic Tab-delimited Report file produced by execution of the one-time program PPO1787B should be delivered to UCOP via ftp as soon as practicable after all processes have been completed but not later than **November 30, 2007**. The file should be sent to vsftp.ucop.edu using the dataset name:

/ftphome/ftpusr\*/put/cbg/SXWAGES.Y2007, where '\*' is the campus ID. For example,

/ftphome/ftpusr**1**/put/cbg/SXWAGES.Y2007 for UC Berkeley

/ftphome/ftpusr**10**/put/cbg/SXWAGES.Y2007for UC Merced.

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

If there are any questions, please send electronic mail to Pamela.Torres@ucop.edu, or call 510-987-0741.

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