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SR82491 Requirements START Program - 2009

Objective:

To update PPS to support the recently reduced minimum percentage of the Staff and Academic Reduction in Time (START) Program effective March 1, 2009. Minimum percentage to be reduced from 10% to 5%.

Project Type:

This is an upgrade to an existing process within PPS, involving modifications related to consistency edits and a PPS online screen modification.

Requested by:

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Analyst:

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Due Date(s):

Date mandated: technical changes must be released to campuses in order for the adjustment to be effective March 1, 2009.

Background:

In 2003, in response to the California State budget crisis, the University established the Staff and Academic Reduction in Time (START) program. This program was initially effective from June 2003 through June 2005 and then was extended through June 2006.

With the current 2008 California State budget crisis the University has once again put in place salary saving programs. The Regents approved re-establishment of the START program at the May 2008 Regents meeting. The program became effective from July 1, 2008 through June 30, 2010.

At the February 2009 meeting of The Regents the START program was adjusted to encourage additional participation. The program now allows an employee to reduce his/her appointment time by as little as 5% for a period of at least one month (or 2 bi-weekly periods for biweekly-paid employees). Consistent with the original START program, employees continue to be able to reduce their time up to 50%. In return, the employee receives full UCRP service credit and vacation and sick leave accrual at the pre-reduction rate.

The original START PPS Release 1482, <http://www.ucop.edu/payroll/REL2003/R1482/> established following processes:

- A process to establish the percentage amount of START reduction
- A process to pass the START reduction time on the monthly UCRS interface file so that UCRS service can be credited
- A process to generate vacation and sick leave accrual at the employee's pre- START rate
- Reporting of START participation

PPS Release 1648 extended START for an additional year beyond the original two-year program: <http://www.ucop.edu/payroll/REL2005/R1648/>

Most of the original, basic START functionality that was established in Release 1482 has been retained in PPS, and was re-established effective for July 1, 2008.

Current Process:

There is currently a valid value edit in PPS that checks for START Percent (EDB 0495) to be in range of 10 – 50.

Proposed Process:

The valid value, as noted above, should be change to be in the range of 5 – 50.

Requirements:

EDB File Maintenance Edits

Range and Values Edits

Currently, valid values for the 'START Reduction Percent' data element (EDB 0495) are positive integers from 10 to 50. If an illegal value is entered on the ELVE Entry/Update screen, the transaction is rejected and the following error message issued:

“Field out of range or illegal value”

The valid values for the 'START Reduction Percent' data element as defined in the Data Element Table should be modified to 5 - 50. If an illegal value is entered, the transaction should be rejected and above error message should be issued.