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Service Request 82849

PPS Modifications for CUE Temporary Layoff Agreement

Objective:

Modify the furlough/salary one-time program and furlough accrual program.

Project Type:

PPS Modification

Requested by:

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Project Lead / Business Analyst:

Shaun Ruiz, Payroll Coordination

Urgency:

Date Mandated

Target Processing Deadline:

Campuses should schedule the release as soon as it becomes available and in the normal sequence for release installations.

Statement of Business Need:

These modifications are needed to implement the temporary layoffs associated with the CUE Bargaining Unit.

Background:

The University and CUE reached an agreement on December 4, 2009 on the issues of temporary layoffs created by the temporary budgetary deficit and the campus closures.

The agreement covers CX employees who would otherwise be temporarily laid off during fiscal year 2009-2010 in order to address the state funding shortfall for fiscal year 2009-2010. The projected required savings for the affected CX bargaining unit employees is approximately \$13 million.

Employees will have their salaries reduced by an equal amount in each pay period for a 12-month period commencing February 1, 2010 unless they affirmatively opt to have their pay reduced only those months in which their temporary layoff days occur.

HAPC amounts will be reduced during the months that furlough/reductions are taken.

Current Process:

None

Proposed Process:

The same general principles that applied to the Furlough/Salary Reduction program will apply to the CUE Temporary Layoff Agreement. Differences between the two programs are stated below.

Factor File

Modify the Factor File used by the One-Time Reduction Program (PPO1876B) so that it contains the appropriate effective dates for the CX Unit. The one-time program should only establish reduction distributions for eligible CX employees (AREP¹ equals C and TUC² equals CX).

- Monthly - Begin Date: 020110 End Date: 013111
- Biweekly - Begin Date: 020710 End Date: 020511
- Semi-Monthly - Begin Date: 020110 End Date: 013111

In addition, the Factor File should be updated to contain the compensation tiers as outlined in Attachment 1. (Note – there is no change to the hourly factor accruals)

Furlough Accrual Program

The Furlough Accrual Program must be modified to calculate the appropriate furlough accruals for eligible CX employees (AREP³ equals C and TUC⁴ equals CX). Identical to the Furlough/Reduction program, the accrual should be based on hours worked that are subject to the salary reduction (i.e., hours reported on DOS code SRB). The calculation should use factors that are determined by the employee's MCB.

¹ AREP code is represented by data element EDB2031

² TUC code is represented by data element EDB2029

³ AREP code is represented by data element PAR3114

⁴ TUC code is represented by data element PAR3110

Budget Initiative Flag

A new Budget Initiative Flag must be created to manage the HAPC reduction. It has been requested by Human Resources that the new Flag be defined as 'CR'. The new flag applies only to covered CX employees (AREP⁵ equals C and TUC⁶ equals CX). The new flag should be tied to DOS Code SRB and SRS. **(Note:** The comments column of the UCRS File Layout Section (PPI730) for the Budget Initiative Field must be updated to include "CR" - see Attachment 2).

⁵ AREP code is represented by data element PAR3114

⁶ TUC code is represented by data element PAR3110

Table 1: CX Employees⁷

Salary Band	MCB	Hourly Accrual Rate	Compensation	Furlough Days	Total Equivalent Salary Reduction (Approximate)
1	<= 0	0.042308	0 – 40,000	11	4%
2	41-50	0.050000	40,001 – 50,000	13	5%
3	> 50	0.061538	Over 50,000	16	6%

⁷ This table is specific to CX employees and is based on an agreement between The University and CUE on December 4, 2009.

UCRS Transaction File Layout (PPI730) SR82849				
Service Credit Segment				
Relative Position	Length/Format	Field Description	Data Element #	Comments
1	1	Segment Type Code		'S' for Service Credit
2 – 6	5	Title Code		From PAR
7 – 14	8 ccyymmdd	Pay Period End Date		From PAR
15	1	Safety Code		'N' – Non-safety 'S' – Safety
16	1	Pay Cycle		'B' – Biweekly 'S' – Semi monthly 'M' – Monthly
17	1	Coverage Indicator		See footnote below for valid codes
18	1	Retroactive code		'0' – Normal current activity distribution '1' – Hours not to be included in service credit for retroactive distribution '2' – Hours should be included in service credit for retroactive distribution
19 – 23	5 S999V99 Hours S9V9999 Percent	Hours or Percent Time Worked		
24	1	Rate Code		'S' – Salaried amount 'H' – Hourly amount 'B' – By agreement amount
25 – 31	7 S9(5)V99	Covered Gross		
43	1	Appointment Representation Code		'C' – Covered 'S' – Supervisor (uncovered) 'U' – Uncovered
44 – 45	2	Budget Initiative Flag		Valid values are: 'TR' (Time reduction), 'SR' (Salary Reduction) ' CR' (Covered CX employees) or blank
46 – 63	18	Filler		Spaces