**TITLE\_CODE** – In order to be consistent with Job Code in UCPath and to be consistent throughout CPS history, Title code has been changed from 4 to 6 characters with leading zeroes for all cycles in all tables, except for the TTL tables which contain only TCS data.

Example; Title Code 0030 has been converted to 0000030.

TITLE\_CODE refers to Titles at the appointment level as well as primary title codes: fields Title\_Code, Title\_Code\_Pri\_Appt, Title\_Code\_Pri\_Appt\_PPS, and Title\_Code\_Pri\_Appt\_Last.

**CYCLE\_DATE** – A new field called Cycle\_Date has been added to all tables and cycles, other than the TTL tables which only contain data from TCS. This field is in date format and represents the last day of the month of the Cycle. It is associated with EFF\_DATE and can replace it. For example, EFF\_DATE OCT2015 has a CYCLE\_DATE of 2015-10-31.

You can use CYCLE\_DATE to select cycles between certain dates or to sort your results in chronological order when selecting data from multiple cycles. This is much less cumbersome than selecting the individual EFF\_DATE’s, and you can display the data in chronological order (rather than alphabetical order) without creating additional defined fields!

**Paid Leave Earnings**

Paid leave earnings of all types are handled differently in UCPath from PPS – in UCPath, base or regular pay is reduced and then a record with a leave earn code offsets that reduction. We have mapped the CPS DOS code to “AM” (Leave With Pay) for all types of paid leave which represent actual leave hours taken so that these earnings will be included in base pay using the standard selection criteria of DOS\_CODE\_CPS IN (‘AV’, ‘AW’, ‘AM’, ‘AX, ‘HR’, ‘HD’). This allows these records to be included without everyone changing their current queries.

More information will be provided in a separate document regarding how to handle leave with pay and the current situation with vacation leave earnings from UCPath.

**SSN encrypted** – This was part of the migration from Sybase IQ to DB2 which was completed earlier in 2016. Only customers who require restricted access to SSN have access to views which decrypt the SSN. However, even in the tables which have decrypted SSN’s, you can still sort data by SSN or join tables using the SSN, even though you can’t see the real value. Remember that there are usually several hundred employees with invalid SSN’s in PPS and the same values are frequently used (such as 999999999 or 000000000 or blanks).

The restricted views must run a procedure to decrypt the SSN in every record that is read, so retrieval time is very slow. We recommend you use these views only if you must retrieve the actual Social Security Number, and we recommend that you limit the number of cycles that your query reads. We are exploring solutions to this issue but for now, this is a very slow process.

**EMP\_CLASS** - the EMPL\_CLASS field in UCPath is equivalent to Appointment Type but the codes have different translations and there are more detailed code values for academic appointments. Besides adding this field to the Appointment record, we have also translated the EMPL\_CLASS to the equivalent Appointment Type from PPS.

**BUS\_UNIT** – CPS contains the Business Unit from UCPath at the employee level, appointment/job level, and earnings distribution level. The DIST\_BUS\_UNIT actually represents the Business Unit of the Job rather than the earnings, since there are other G/L chart fields at the earnings level which identify the financial system associated with the earnings.

For the time being, ANR employees working at the systemwide headquarters are classified with a Business Unit of UCOP1. There will be a DANR1 Business Unit in UCPath in the future. CPS contains both the Business Unit from UCPath and the LOCNM13, LOCNM5, OP\_DANR\_LOCATION, and EMP\_LOC fields which identify ANR across the UC system.

Employees paid from systemwide funds who are paid from payroll systems other than UCPath are still included in the “PRES” and “UCOP” categories in fields such as LOCNM5, LOCNM13, OP\_DANR\_LOCATION, and EMP\_LOCATION.

UCOP employees as identified in UCPath can be identified by “UCOP1” in the EMPL\_BUS\_UNIT, APPT\_BUS\_UNIT, and/or DIST\_BUS\_UNIT fields. You may report UCOP or systemwide employees as appropriate to your specific reports.

**Tier 2016 Pension Changes**: We will soon incorporate logic to derive the same Tier 2016 Retirement System Codes as those used in PPS for UCPath employees. We have also added new fields related to Tier 2016:

**DC\_SUPPLEMENT** – a field which indicates whether the employee is subject to the Tier 2016 PEPRA limit

**FACULTY\_FLAG\_RET** – a code indicating whether an employee is considered faculty for UC Retirement Program purposes; this would make the employee eligible for the Faculty Supplement to the 2016 Defined Benefit plan. However, the code is assigned to employees regardless of the retirement plan for which they are eligible.

**Salary Base Fields used for Disability and Life Insurance calculations** - Several salary base fields used in benefits coverage calculations have been changed from amounts in the thousands to the full amount of the employee’s salary base. EMPL\_PD\_DIS\_INS\_BASE\_AMT, LIFE\_INS\_EXEC\_SALARY\_BASE, and LIFE\_INS\_SALARY\_BASE\_EMPL now include the full annual base salary rather than the base salary divided by 1000 – from both PPS and UCPath.

LIFE\_INS\_SALARY\_BASE\_UC still contains the salary base in thousands with a maximum of 50.

**Prior Year Total Gross and Taxable Gross** - These have been calculated for UCOP employees for 2015 by adding together the total taxable and total gross earnings for the year from both PPS and UCPath.

**Benefits and Retirement Eligibility Fields**

We have added fields from UCPath which control the employee’s eligibility for benefits.

* **ELIG\_CONFIG1 -** A field used in several Benefits Administration eligibility rules that will determine which benefit level the employee is eligible to enroll in health plans.
* **ELIG\_CONFIG2 -** A field used in several Benefits Administration eligibility rules that will determine which benefit level the employee is eligible to enroll in non-health plans.
* **ELIG\_CONFIG9 -** A field used in several Benefits Administration eligibility rules that indicate which retirement plan or DC Choice the employee is eligible for or has elected at Fidelity.

UCPath does not have the BELI ASSIGNED or BELI DERIVED fields – in CPS, we are deriving the BELI ASSIGNED from ELIG\_CONFIG1.

**SLCG Grade** – From UCPath, this field contains the Grade for Grade Type/Salary Plan MZ for senior managers. It still contains the SLCG Grade from PPS, which has been converted to 999 for most SMG’s.

**HCRA\_TERMINATION\_DATE and DEPCARE\_TERM\_DATE** - these are populated in UCPath for employees who were never enrolled. In UCPath, it is considered that the employee opted out of these programs. Do not use these fields to identify employees who were at one time enrolled in either of these programs.

**SR\_MGMT\_OVER\_CONTR\_RATE** – Most SMG’s have been coded in UCPath as having a 3% Senior Management Supplement instead of 5%, which is the standard rate.

**Action and Action Reason Codes -** Only specific Personnel Action codes from UCPath are included on the CPS employee file interface; these are actions related to Separation and Leave of Absence. These actions or action reasons can be found in the LEAVE\_OF\_ABS\_TYPE\_CODE, SEPARATION\_RSN\_CODE (Action), and PPS\_SEPARATION\_REASON\_CODE (Action Reason) fields. Leave of Absence Type from UCPath is action reason for an Action of Termination (TER) or Retirement (RET). In UCPath, the term ”Termination” is equivalent to “Separation” and does not have a negative connotation.

**Employee Organization Codes -** from UCPath, these are the DEDCD’s associated with union-related deductions, such as agency fee, union dues, charitable contributions, etc. From PPS, these are GTN codes prefixed with the 1-digit campus code.

**Some Issues with Current Data**

**Personnel Program** – Currently the CPS appointment interface receives the CLASS\_INDC from the Position record in UCPath. The CLASS\_INDC in Position was assigned based partially on the employee’s Leave Accrual code in PPS and some employees were assigned a CLASS\_INDC (Personnel Program) indicating that they were grandfathered into the pre-1996 leave accrual rate for PSS employees, rather than being assigned their correct current Personnel Program.

We have requested a change to the appointment interface to source this field from the PS\_UC\_JOB\_CODES table in the future – this is the personnel program associated with the title code.

UCPath has assigned a separate personnel program tier code of 3 for SMG’s; CPS is storing this value in the PERSONNEL\_PROGRAM and PERSONNEL\_PROGRAM\_PRIMARY fields for UCPath SMG’s.

**Title Code-Related Attributes**

CPS is not receiving any Title Code interface files from UCPath. We are planning to develop our own Title Code interfaces from data in the UCPath DDODS (Data Dissemination Operational Data Store).

In the meantime, the title code data in the CPS Appointment record is still coming from TCS.

This means that the UCOP rates might not be up-to-date and the Standard Occupational Classification (SOC) code is not accurate; this field in TCS actually represents an obsolete US Census Occupation Code. Do not use SOC from CPS at this time.

Other data which is common to the title code across campuses, such as the CTO, Title Name, Title Unit Code/Union Code, etc. should be accurate, other than the problem mentioned above with Personnel Program.

**Inconsistent Pro-Ration of Biweekly Earnings from UCPath**

Earnings and associated FTE and hours in CPS are based on the pay period end date, which is basically the effective date of the earnings, rather than the end date of the pay cycle, which is when earnings and related transactions are processed. Adjustments, retroactive payments, salary cost transfers, late pay, etc. may be performed in a later month; they are all associated with the pay period end date, which is called EARNS\_END\_DT in UCPath.

Biweekly pay periods often span two months; they begin in one month and end in the next. The PPS interface for CPS pro-rates these biweekly pay periods and creates two records – one which represents the days worked in one month and one which represents the days worked in the following month. This allows CPS to record consistent earnings, hours, and FTE (Time Distribution Percent) from month to month for biweekly employees.

UCPath does not perform this logic on the earnings interface for CPS; we have created logic in our pre-processing ETL program to perform the biweekly pro-ration. While this process generally works quite well, it did not successfully split the earnings transactions for the pay period from December 20th to January 2nd and from June 19th to July 2nd. This means that the monthly earnings, FTE, and hours are overstated for January and July and understated for December and June. We are looking into the reason for this processing error and in the meantime, we are reviewing the data each month while it is still in the staging area.