PPS Users Group Compensation Update

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Wage Implementations

Recently Completed July 2016:

- 99 Non-Represented Merit
  - Career Tracks Grades +2%; Some Titles Regraded
- PA & DX 3% Across the Board Range Adjustment
- SX, EX & NX Step Advance
New SX & EX Procedure

SX & EX Probationary Employees

- March 10th 2016 AFSCME and UC reached settlement agreement to provide within range step increases for employees within their probationary period as follows:
  - Hired Jan.1st - June 30th: Department enters 1 Step increase effective first pay period following completion of probationary period.
  - Hired Jul.1st – Dec.31st: Department takes no action. Employee provided step increase as part of central wage implementation in July.
Wage Implementations

- October 2016
  - RX, TX & SX - 3% Across the Board Range Adjustment
  - K5 Skilled Crafts – 3% ATB & Merit Step
    - Satisfactory = ½ step
    - More than Satisfactory = 1 step
    - Excellent = 1 ½ steps
    - Non-Represented; 50% FTE or more
    - Casual/Restricted (student) appts. excluded
General Tips from Compensation

› Appointments: the employee’s position
  › Include FTE% unless position established BYA
  › Multiple Appointments:
    › Exempt positions cannot exceed 100% FTE
    › Non-Exempt may exceed 100%: Overtime pay
    › Mixed FLSA exemptions must be reviewed by HR
  › Beginning date of appointment should mirror beginning date of position.
  › End date should be entered when appointment ends.
General Tips from Compensation

- Distributions: how the position is paid
  - Regular Pay
    - Multiple sources = multiple distributions
  - Other Pay Components
    - Shift Differential
  - Pay Components requiring a separate 0% FTE Appointment (fixed amount every pay cycle)
    - Administrative Stipends
    - Certification & Specialty Pay
General Tips from Compensation

- Internal UCR Hires (no break in service)
  - Do not update Most Recent Hire Date
  - End previous appointment
  - Verify Correct Grade / Correct Step & Rate
- Employee Representation / HEERA
  - Employee Representation Code & Bargaining Unit Code (ERL & EUC) match new appt. (e.g. 99, CX etc.)
  - Employee Relations Code (EREL) match new appt.
    - A - Manager, not confidential
    - C - Supervisor, not confidential
    - E - All others, not confidential
Questions?

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