

UCR

PPS Users Group Compensation Update

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Mission | *We provide HR leadership and expertise to create and support a high-performing, inclusive workplace which advances UCR's mission and strategic objectives.*

Vision | *UCR HR is the benchmark in higher education for visionary and innovative HR strategies and exemplary service delivery.*

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
 - ▶ Fair Wage, Fair Work: \$14/hr. Oct. 1st 2016
 - ▶ 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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