Project Description
UCPath is a UC systemwide project that will standardize payroll, academic personnel, and human resources processes across locations, resulting in more efficient operations and higher quality of service to employees. This project is currently underway, and though UCSB will not begin its implementation until 2014, we are actively involved in the design phase.

Biweekly Paycheck Transition

<table>
<thead>
<tr>
<th>Paycheck Date</th>
<th>Paycheck</th>
<th>Pay Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2, 2013</td>
<td>Last <strong>full monthly</strong> paycheck</td>
<td>Dec 1 - 31, 2012</td>
</tr>
<tr>
<td>Feb 1, 2013</td>
<td>Last <strong>partial monthly</strong> paycheck</td>
<td>Jan 1 - 19, 2013 (14 work days)</td>
</tr>
<tr>
<td>Feb 13, 2013</td>
<td>First <strong>biweekly</strong> check</td>
<td>Jan 20 - Feb 2, 2013 (10 work days)</td>
</tr>
</tbody>
</table>

Biweekly Pay Deductions
- Percent-based deductions will be deducted from each paycheck (*tax, retirement contributions*).
- Flat-dollar deductions will be split across 2 biweekly paychecks (*insurance premiums, parking*).
For months with 3 pay cycles, the 3rd paycheck (paid the following month) will have NO flat-dollar deductions (but will still contain percent-based deductions). This paycheck is referred to as a “benefit holiday”. In 2013 there will be 2 benefit holiday paychecks: Apr. 10 & Sept. 11.

Concurrent Appointments & Biweekly Pay
When an employee holds both exempt and nonexempt appointments concurrently, both appointments will be paid on the monthly pay schedule (MO). *(In certain instances, a biweekly pay schedule may be determined as appropriate due to the underlying appointment, on a case by case basis by Human Resources and/or Academic Personnel.)* Although paid on the MO, the nonexempt appointment shall be paid using an hourly rate and paid using positive time reporting. Where concurrent appointments exist, coordination between the home department and the secondary department is required to ensure that both appointments are paid on the monthly pay schedule (MO). In the event that the exempt appointment ends, the nonexempt appointment shall convert to the biweekly schedule for future pay periods.

Implications for Academic Employees
All academic employees are exempt, and thus will remain on the MO schedule.
- Faculty receiving an administrative stipend on the MA pay date will now receive it on the MO pay date along with their regular pay.
- All graduate student employees will remain on the MO pay date. This includes employees who are paid hourly; readers, remedial tutors and a few graduate student researchers. Time for hourly employees will need to be positively reported on the MO pay schedule.
- Special additional pay, such as recruitment allowance pay out, faculty consultant payments, or other approved one time payments may be made on the BW pay date.
- Employees who hold both an academic exempt title and a staff non-exempt title will remain on the MO cycle as long as they maintain the exempt title.

Biweekly PPS Information Sessions
Tuesday, January 15, 2012 @ 10am & 1:30pm
Tuesday, January 22, 2012 @ 10am & 1:30pm
All sessions are 2 hours in the Santa Barbara Harbor room in the University Center.