From: UCPath Center, University of California
Subject: UCPath Changes & Enhancements for Transactors: Aug 20, 2021 - Aug 27, 2021
Date: Friday, August 27, 2021 2:40:51 PM

UCPath_Vertical response 650x126 Email Header 2

To: UCPath Transactors

UCPath Changes & Enhancements: August 20, 2021 – August 27, 2021

UCPath recently implemented the changes listed below.

Absence Management

Summary	Date	Change Request Number
Reactivated FFCRA earn codes (ESF, EFN, EPS, ESN) and corresponding dependent codes	08/26/21	UCP-102799

General Ledger

Summary	Date	Change Request Number
Updated the E034B program to allow for processing of "Leave Taken Earnings" reported in the current pay period	08/26/21	UCP-101599

Did You Know? Two transactions are required for *all* inter-location transfers and *some* intra-location transfers

- **Inter-location (BU) transfers:** when an employee is transferring from one location business unit (BU) to another location (BU) – two transactions are required

  Transactions Required

  1. Termination from the releasing location using reason code "Inter-location (BU) Transfer"
  2. Hire from the receiving location using the appropriate "Transfer-Inter BU, _____" with the same effective date as the termination

- **Intra-location Transfers:** when an employee is transferring from one position to another position within the same or related business unit (campus and medical center)

  - **Same EMPL Record:** If the employee is keeping the same EMPL record - only one transaction is required

    Transaction Required

    1. The UC_TRANSFER (Intra-Business Unit Transfer- Staff Only or Intra-Business Unit Transfer- Academic Only) template is used to move the appointee from one position to the other

  - **Different EMPL Record:** If the employee is transferring from one EMPL record to another EMPL record – two transactions are required

    Examples:

    - An employee is moving from EMPL record one to EMPL record two
    - An employee is moving from an academic position to a staff position

    Transactions Required

    1. The receiving department submits a concurrent hire using the same

effective date and the same reason code as the termination

2. The releasing department submits a termination using reason code "Transfer – Intra Location"

- **Additional Resources:**
  - UCPath Online Help (UPKs)
  - Inter-location transfer workbook
  - Intra-location transfer workbook
  - Job Aid: Template Transactions – Action Reason Codes and Descriptions

Other Updates & Reminders:

- Job configuration changes and location specific configurations can be viewed on the Location Support Site