

This quick reference describes how to manage the General Campus Compensation Plan including system steps for PayPath. The General Campus Compensation Plan is referred to as the Negotiated Salary Trial Program (NSTP) system-wide. Please note, the system steps here are different than what is documented in the UPK. This job aid has the correct **Comp Rate Codes** and **Earn Codes** for UC San Diego.

Please use comp rate code UCGCY for the GCCP negotiated increment for the 2021-22 participation year. To align with the system-wide salary program announcement for 2021-22, this year the negotiated increment will remain constant when the 10/1/21 range adjustment is applied.

This plan utilizes multiple components of pay (MCOP) and, likewise, multiple **Earn Codes**.

## Overview: GCCP

Component of Pay	Pay Component: Rate Code	Earnings Distribution: Earn Code
Scale Rate	UCANNL	REG
Off-Scale (Market and/or Bonus)	UCOFF1 (Market); UCDEC5 (Bonus)	
Negotiated	UCGCY	NNC

When entering GCCP, in the **Pay Components** section:

- **Rate Code** for UCANNL will automatically populate based on **Step**
  - For Above Scale faculty, you will need to manually enter **Rate Code = UCABVE**, and the corresponding annual amounts
- Manually enter the **Rate Codes** UCOFF1, UCDEC5, and UCGCY, as appropriate
- **Comp Rate** is an annual dollar amount per **Rate Code**

In the **Earnings Distribution** section:

- **Earn Codes** will automatically populate based on the **Rate Code**
- **Comp Rate** is a monthly dollar amount per **Earn Code**
- **Comp Rate** for REG may require manual entry and should be the monthly amount of UCANNL + UCOFF1 and/or UCDEC5
- **Comp Rate** for NNC should automatically populate based on the **Comp Rate** for UCGCY in the **Pay Components** section

## System Steps: GCCP PayPath Update

1. Navigate to: PeopleSoft Menu > UC Customizations > UC Extensions > **PayPath Actions**
2. Enter search criteria in the **Find Existing Value** tab
3. Click the **Search** button and select the employee record you want to update
4. Click the **Job Data** tab

5. Enter **Action = JED** and **Action Reason = JED**, click **Tab**

**Note:** Review the *PayPath Transactions – Action Codes, Reason Codes and Descriptions (Academic/Staff)* job aid on the [Help Site for Transactional Users](#), as needed.

6. In the **Earnings Distribution Type** dropdown, select **By Amount**

7. Update the **Pay Component** and **Earnings Distribution** sections, as needed

- For employees already on GCCP, the **Pay Component** section and the **Earnings Distribution** section will become fully editable for updates; make updates accordingly and ensure all dollar amounts appropriately reflect earnings
- For employees not yet on GCCP, the REG **Earn Code** will populate in the **Earnings Distribution** section; the **Comp Rate** in the **Earnings Distribution** section may be blank; take the following actions:
  - Click the **Add a New Row [+]** button in the **Pay Components** section
  - In the new row, enter **Comp Rate Code = UCGCY** click **Tab**; in the **Comp Rate** field enter the amount of annual pay associated with this component of pay
  - In the **Earnings Distribution** section, you need two rows; a REG and an NNC **Earn Code** row may have automatically populated based on the **Comp Rate Codes** in the **Pay Component** section
  - If needed, use the **Add a Row [+]** button to ensure that there are two rows; one for the REG **Earn Code** and one for the NNC **Earn Code**
  - You may then need to enter the **Comp Rate** associated with the employees REG pay; this should be the monthly amount of UCANNL + UCOFF1 and/or UCDEC5 pay
  - You may then need to enter the **Comp Rate** associated with the employees NNC pay; this should be the monthly amount of UCGCY pay

8. Once the **Pay Components** and **Earnings Distribution** sections are complete, enter a description of your actions in the **Job Data Comments**

9. Click on the **Additional Pay** tab

10. Click on the **Additional Pay** tab, add **Initiator's Comments** for your approver, and click **Save and Submit**

## Next Steps

- The Payroll Processing Calendar deadline for PayPath transactions is the Employee Data Change Deadline. The transaction must be approved by this deadline to be processed with the current pay cycle.
- No new PayPath transactions on this employee record can be submitted until the current transaction has been approved or denied.

# GENERAL CAMPUS COMPENSATION PLAN (GCCP)



## Example: GCCP

Earnings Distribution Type:  Comp Rate: 11,308.333333 Standard Hours: 40.00 Pay Frequency:  UC 9/12 - AY

Pay Components			Personalize	Find	First	1-3 of 3	Last
Rate Code	Comp Rate	Compensation Frequency					
1 UCANNL	74,200.000000	Annual					+
2 UCOFF1	30,200.000000	Annual					+ -
3 UCGCY	31,300.000000	Annual					+ -

  

Earnings Distribution			Personalize	Find	First	1-2 of 2	Last
*Earnings Code	Comp Rate	Distribution %					
1 REG Regular Pay	8,700.000000	76.930					+ -
2 NNC Negotiated Sal Plan-Additional	2,608.333333	23.070					+ -

Due to continuing UCPath enhancements and changes, this information is subject to change. For the most updated materials, visit the [UCPath Help Site](#).