

To: UC Irvine CAMPUS, EDB Preparers / Reviewers
 Re: SETC Salary Implementation Notice

State Employees Trades Council (K9) – 2% Across the Board Increase; July 2013 Lump Sum Payout; Repayment of UCRP Contributions

In accordance with the collective bargaining agreement between the University of California and the State Employees Trades Council (SETC), the following salary implementation will be effective July 1, 2013 (July 7, 2013 for biweekly paid employees). Employees must be on pay status or approved leave in the SETC bargaining unit on the pay compute date in order to receive the increase and/or lump sum increase. All increases/lump sum payments will be processed centrally.

I. 2% Across the Board Increase

- Effective July 1, 2013 (July 7, 2013 for biweekly paid employees), the University will increase all SETC salary ranges by 2% resulting in a 2% salary increase for all eligible employees
- The new rates will be reflected on August 1, 2013 (Biweekly –July 31, 2013) paychecks.
- The Title and Pay Plan for Staff will be updated on July 1, 2013

II. July 2013 Lump Sum Payout

- Effective July 1, 2013, eligible employees shall receive a 3.75% non-base building, one time Lump Sum payment based on the monthly salary rate in effect on July 1, 2011.
- This Lump Sum is for the period of July 1, 2011 to September 30, 2011 and will be included on the August 1, 2013 (Biweekly –July 31, 2013) paychecks.

Salary increases will not be applied to distribution ending 06/30/13. Please review these distribution end dates in EDB and process extensions, as necessary.

K9 Salary Implementation Timetable	MO	BW
In order to meet the July/August MO and BW payroll deadlines, it is necessary to begin the merit implementation process on	July 11th	July 16th
The last day that you may update the EDB/PPS database for K9-represented employees is	July 11th	July 16th
Do not update the database for any K9-represented employees: the database will be "frozen" until the system salary implementation process is completed.	From July 12th Through July 17th	From July 17th Through July 21th
In order to allow preparers time to enter any additional revisions prior to the MO and BW cutoff, the salary implementation process will be completed by	July 18th	July 21th
Units may again begin to update personnel actions for all K9-represented employees on	July 19th	July 22st

Please share this information with all other staff in your school / department / coordinating point who need to be aware of the salary implementation processing timetable in order to plan their workload accordingly. This notice can be also found on the HR website.

III. Repayment of UCRP Contributions

The retroactive increased UCRP contributions effective July 1, 2011, and continuing until the first pay period following ratification of the original agreement (March 6, 2012), will be collected from employees via payroll deductions beginning July 17, 2013 and ending December 18, 2013. The attached [template](#) will be personalized for each employee and sent to the CPOs, who are responsible for getting the employee's signature. The signed document(s) should be scanned and forwarded to Payroll at payroll@uci.edu before July 10, 2013. The original document should be placed in the employee's file. If employment ends for a member of the bargaining unit prior to full payment of the retroactive increased contributions, the balance will be deducted from the employee's final paycheck.

IV. University of California Retirement Plan (UCRP) Contribution

Effective July 1, 2013, for monthly paid employees and July 7, 2013, for bi-weekly paid employees, the University of California Retirement Plan contributions will increase by one and one-half percent (1.5%) for a total of five percent (5%) for those in the bargaining unit.

If you have any questions regarding this salary implementation, please contact Brian Johnson at bjohnson@uci.edu or (949) 824-8031.