

**DATE:** September 5, 2018

**AUDIENCE:** Academic Employees

**SUBJECT LINE:** UCPATH September Implementation

UCPATH—our new system for Payroll, Academic Personnel, Timekeeping and Human Resources—replaces our current payroll system (PPS) and goes live at UCSB in September. Following are important reminders and information regarding this implementation.

**During the month of September, the campus will have limited access to the payroll system, AYSO, and some campus systems.** Academic Personnel, Human Resources, and Payroll are working diligently to create processes for handling fall student hiring and other critical activity during September. Beginning August 30, 2018 AYSO will support read-only access. The UCPATH portal will be available for employees to make updates to their personal information beginning on September 27, 2018.

Other campus systems that are dependent on information from the payroll system may be impacted for various periods of time. Information about these impacts is being disseminated through various channels and will also be available on the UCPATH web site at <https://www.ucpath.ucsb.edu/go-live/ucsb-system-outages>. The campus is actively working to minimize the down time.

UCPATH means **new points of contact** for some academic support services on campus. Beginning in September the Academic Personnel office will administer Postdoc benefits and Academic Leaves. In addition, the Academic Personnel Office will continue to provide all services currently offered.

**Your paycheck and pay notices will look different and your net pay may be slightly different.** The UCPATH system uses industry-standard, automated calculations for deductions and withholdings, making them consistent across all UC locations. Because of this, your before- and after-tax deductions may be shown in a new order, be named differently, or vary by a few cents. If you have both an on-scale and off-scale component to your pay, they will be listed individually on your paystub rather than combined into a single salary rate as they are now.

**Beginning September 27, you will have increased self-service capability** via UCPATH online. UCPATH online will provide direct, web-based access to view and update your personal information, such as home and mailing address, direct deposits and benefits enrollment.

Once the campus is on UCPATH, some transactions will take longer than in the past and some actions, particularly new hires, will need to be handled more proactively. Plan ahead and

communicate with your departmental staff as far in advance as possible. Please be patient with your departmental staff as they work through this transition.

You will be issued a new employee ID number. This will not impact your UCSBNetID or your access card.

### WHO TO CONTACT IF YOU HAVE QUESTIONS

If you experience pay check or other problems during the transition period, always start with your department Business Officer/MSO. If they are not able to resolve the issue, you or your department should contact the following:

Significant problems with paychecks: Academic Personnel x4441

General questions about paychecks: UCPath Center via Employee Self-Service

Other UCPath related question may be submitted via email to [ucpathhelp@ucsb.edu](mailto:ucpathhelp@ucsb.edu) or to the Academic Personnel office <https://ap.ucsb.edu/contacts/>

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WE'RE ON THE RIGHT PATH