

Use this task to initiate a position data change and job data change PayPath transaction. This example demonstrates a promotion and pay rate change for an academic employee.

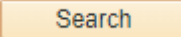
**Navigation:**

Menu > UC Customizations > UC Extensions > **PayPath Actions**

OR

Workforce Administration (Homepage) > HR Tasks (Tile) > PayPath/ Additional Pay > **PayPath Actions**

Step	Action
1.	After you navigate to the <b>PayPath Actions</b> component, the system displays the <b>Find an Existing Value</b> tab, which you use to search for the appropriate employee record.  Enter search criteria in one or more of the search fields on this page.
2.	Employee ID is the most accurate field to use in a search.  Click in the <b>Empl ID</b> field.  _____
3.	Enter the desired information into the <b>Empl ID</b> field.  For this example, enter <b>10048408</b> .

Step	Action
4.	Click the <b>Search</b> button. 

**HR Tasks**

**PayPath Actions**

**Find an Existing Value**

**Search Criteria**  
Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches Choose from recent searches   Saved Searches Choose from saved searches

Empl ID

Empl Record

Name

Business Unit

Position Number

Department

Job Code

Employee Classification

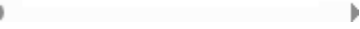

Employee Status

[Show fewer options](#)

Case Sensitive

**Search Results**

Empl ID	Empl Record	Name	Business Unit	Position Number	Department	Department Description	Job Code	Job Code Description
10048408	0	Aomar Kaushal	LACMP	40084921	101500	Statistics	001300	ASST PROF-AY

Step	Action
5.	Click the scroll bar. 
6.	Click the <b>Drill In</b> button to open the employee's data. 

**HR Tasks**

Position Data | Job Data | Additional Pay Data

New Window | Help | Personalize Page |

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0

[Position Data](#)

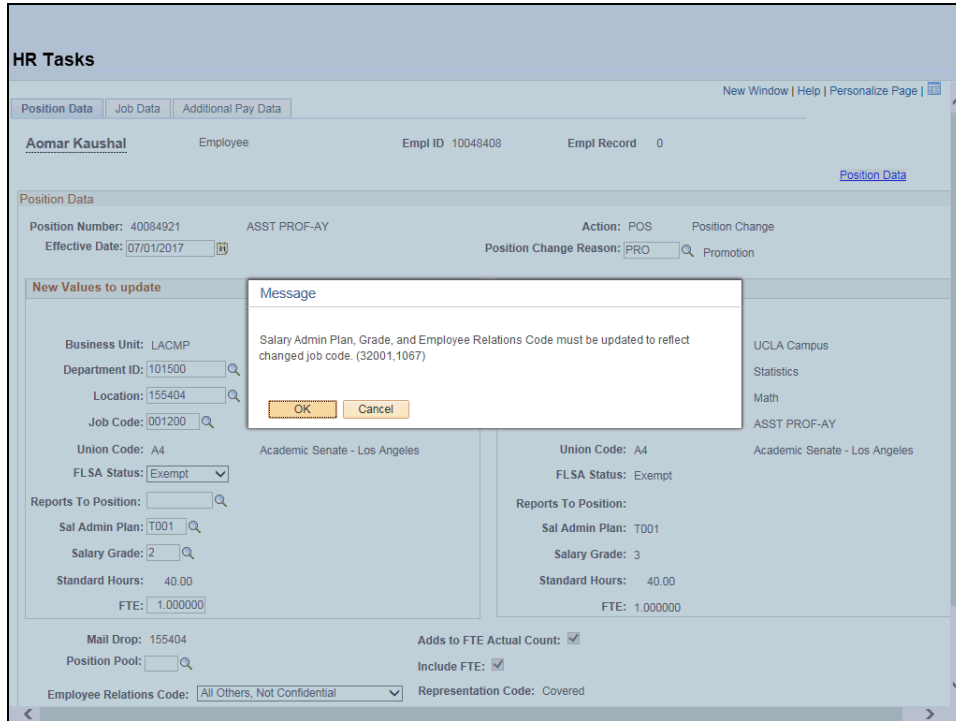
Position Number: 40084921 ASST PROF-AY Action: POS Position Change  
Effective Date: 07/01/2017 Position Change Reason:


New Values to update	Existing Values
Business Unit: LACMP UCLA Campus	Current Effective Date: 02/01/2017
Department ID: 101500 Statistics	Business Unit: LACMP UCLA Campus
Location: 155404 Math	Department: 101500 Statistics
Job Code: 001300 ASST PROF-AY	Location: 155404 Math
Union Code: A4 Academic Senate - Los Angeles	Job Code: 001300 ASST PROF-AY
FLSA Status: Exempt	Union Code: A4 Academic Senate - Los Angeles
Reports To Position:	FLSA Status: Exempt
Sal Admin Plan: T001	Reports To Position:
Salary Grade: 3	Sal Admin Plan: T001
Standard Hours: 40.00	Salary Grade: 3
FTE: 1.000000	Standard Hours: 40.00
	FTE: 1.000000

Mail Drop: 155404 Adds to FTE Actual Count:   
Position Pool: Include FTE:   
Employee Relations Code: All Others, Not Confidential Representation Code: Covered

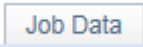
Step	Action
7.	The <b>PayPath Actions</b> page displays the <b>Position Data</b> tab.  Navigate to the appropriate tab for the update you must enter.  For this example, a position data change and job data change, stay on the <b>Position Data</b> tab.
8.	Before you enter the update, you must identify the <b>Effective Date</b> and <b>Position Change Reason</b> .
9.	The <b>Effective Date</b> field defaults to the system date (today's date). If needed, change the date to reflect the date the update should take effect.  For this example, accept the default date.
10.	Click in the <b>Position Change Reason</b> field. <input type="text"/>
11.	Enter the desired information into the <b>Position Change Reason</b> field.  For this example, enter <b>PRO</b> (promotion).
12.	Enter the <b>Job Code</b> for the promotion.  Click in the <b>Job Code</b> field. <input type="text" value="001300"/>

Step	Action
13.	Enter the desired information into the <b>Job Code</b> field.  For this example, enter <b>001200</b> .



Step	Action
14.	UCPath displays a message indicating that the <b>Sal Admin Plan, Salary Grade</b> and <b>Employee Relations Code</b> fields must be updated. Review and enter these fields to reflect the <b>Job Code</b> change.  You may also need to change <b>Step, Pay Components</b> or <b>Earnings Distribution</b> information on the <b>Job Data</b> tab.  Click the <b>OK</b> button. 
15.	When the <b>Job Code</b> is changed, the <b>Employee Relations Code</b> is removed and required to be re-entered.  <b>Notes:</b> <ul style="list-style-type: none"> <li>• If a job code is tied to the <b>BX</b> union code, you must select <b>Stud Academic Title, HEERA</b> as the <b>Employee Relations Code</b>.</li> <li>• If a job code <u>is not</u> tied to the <b>BX</b> union code, the <b>Employee Relations Code</b> <u>must not</u> be <b>Stud Academic Title, HEERA</b>.</li> </ul>

Step	Action
16.	UCPath automatically updates the <b>Sal Admin Plan</b> and <b>Salary Grade</b> fields based on the selected job code.  If the <b>Sal Admin Plan/Salary Grade</b> have a salary step component configured and you or UCPath changes the <b>Sal Admin Plan/Salary Grade</b> fields, the <b>Step</b> and compensation information is removed from the <b>Job Data</b> tab.
17.	Because there is only one <b>Sal Admin Plan</b> for this job code, UCPath automatically populates the field.  For other examples you may have to enter the plan.
18.	When there is only one <b>Salary Grade</b> UCPath automatically populates the field. For other examples you may have to enter the grade.

Step	Action
19.	Click the <b>Job Data</b> tab.  

**HR Tasks**

Position Data | **Job Data** | Additional Pay Data

New Window | Help | Personalize Page |

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0

Academic: Faculty HR Status: Active Payroll Status: Active [Work Force Job Summary](#)  
[Person Org Summary](#)

**Job Data** Find | View All First 1 of 1 L

Effective Date: 07/01/2017 Action: POS Position Change  
Effective Sequence: 0 Action Reason: PRO Promotion

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Current Effective Date: 02/01/2017 Current Action: DTA Data Change  
Current Eff Sequence: 0 Current Action Reason: CNV CONV: Conversion row

Position Number: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Location Code: 155404 Math  
Job Code: 001200 ASSOC PROF-AY  
Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001 Establishment ID: UCLA UC Los Angeles  
Step:   
Salary Grade: 2  
FTE: 1.000000 Employee Class: 9 Academic: Faculty  
Appointment End Date: End Job Automatically:

Earnings Distribution Type: None Comp Rate: 0.000000 Standard Hours: 40.00 Pay Frequency: UC9/12 UC 9/12 Frequency

Step	Action
20.	Notice a new <b>Job Data</b> row has been added that includes the update from the <b>Position Data</b> tab. The new row includes the <b>Effective Date, Action and Action Reason</b> from the position update.
21.	The updated <b>Job Code, Salary Administration Plan and Salary Grade</b> also appear.

**HR Tasks**

Position Data | Job Data | Additional Pay Data

New Window | Help | Personalize Page

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0

Academic: Faculty HR Status: Active Payroll Status: Active [Work Force Job Summary](#)  
[Person Org Summary](#)

**Job Data** Find | View All First 1 of 1

Effective Date: 07/01/2017 Action: POS Position Change  
Effective Sequence: 0 Action Reason: PRO Promotion

Current Effective Date: 02/01/2017 Current Action: DTA Data Change  
Current Eff Sequence: 0 Current Action Reason: CNV CONV: Conversion row

Position Number: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Location Code: 155404 Math  
Job Code: 001200 ASSOC PROF-AY  
Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001 Establishment ID: UCLA UC Los Angeles  
Step:   
Salary Grade: 2 Employee Class: 9 Academic: Faculty  
FTE: 1.000000  
Appointment End Date:  End Job Automatically:

Earnings Distribution Type: None Comp Rate: 0.000000 Standard Hours: 40.00 Pay Frequency: UC912 UC 9/12 Frequency

Step	Action
22.	Click the scroll bar.

**HR Tasks**

Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001 Establishment ID: UCLA UC Los Angeles  
Step:   
Salary Grade: 2 Employee Class: 9 Academic: Faculty  
FTE: 1.000000  
Appointment End Date:  End Job Automatically:

Earnings Distribution Type: None Comp Rate: 0.000000 Standard Hours: 40.00 Pay Frequency: UC912 UC 9/12 Frequency

**Pay Components** Personalize | Find | First 1 of 1 Last

Rate Code	Comp Rate	Compensation Frequency
1		

**Earnings Distribution** Personalize | Find | First 1 of 1 Last

Earnings Code	Comp Rate	Distribution %
1		

**UC Job Data**

Post Docs Anniversary Date:  Academic Duration of Appt:   
Location Use End Date:   
Location Use Type:

Job Data Comments:

[Return to Search](#)

Position Data | Job Data | Additional Pay Data

Step	Action
23.	<p>To complete the promotion, the <b>Step</b> must be entered for the new job. After you enter the step, UCPath automatically enters the compensation information.</p> <p>Use caution when selecting the appropriate step value. If this job includes half steps, be sure to use the <b>Look up</b> icon and review the <b>Hourly Rate</b> to ensure you are selecting the correct step value.</p> <p>For this example, the job does not include half steps.</p> <p>Click in the <b>Step</b> field.</p> <input type="text"/>
24.	<p>Enter the desired information into the <b>Step</b> field.</p> <p>For this example, enter <b>1</b>.</p>

The screenshot displays the 'HR Tasks' interface for an Academic Senate - Los Angeles position. Key fields include Union Code (A4), Reports To Position Number, FLSA Status (Exempt), Salary Administration Plan (T001), Establishment ID (UCLA), Salary Grade (2), FTE (1.000000), Employee Class (9 Academic: Faculty), and Appointment End Date. The Earnings Distribution Type is set to None, with a Comp Rate of 8,958.333333, Standard Hours of 40.00, and Pay Frequency of UC9/12. The Pay Components section shows a table with one entry: Rate Code 1 UCANNL, Comp Rate 107,500.000000, and Compensation Frequency Annual. The Earnings Distribution section is currently empty. The UC Job Data section includes fields for Post Docs Anniversary Date, Location Use End Date, Location Use Type, and Academic Duration of Appt. A 'Return to Search' button and navigation links for Position Data, Job Data, and Additional Pay Data are visible at the bottom.

Step	Action
25.	UCPath automatically updates the <b>Pay Components</b> section.
26.	Click the scroll bar.



**HR Tasks**

Position Data | **Job Data** | Additional Pay Data

New Window | Help | Personalize Page |

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0  
 Academic: Faculty HR Status: Active Payroll Status: Active [Work Force Job Summary](#)  
[Person Org Summary](#)

**Job Data** Find | View All First 1 of 1 L


Effective Date: 07/01/2017 Action: POS Position Change  
 Effective Sequence: 0 Action Reason: PRO Promotion

Current Effective Date: 02/01/2017 Current Action: DTA Data Change  
 Current Eff Sequence: 0 Current Action Reason: CNV CONV: Conversion row

Position Number: 40084921 ASST PROF-AY  
 Business Unit: LACMP UCLA Campus  
 Department: 101500 Statistics  
 Location Code: 155404 Math  
 Job Code: 001200 ASSOC PROF-AY  
 Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
 FLSA Status: Exempt  
 Salary Administration Plan: T001 Establishment ID: UCLA UC Los Angeles  
 Salary Grade: 2 Step: 1  
 FTE: 1.000000 Employee Class: 9 Academic: Faculty  
 Appointment End Date: End Job Automatically:

Earnings Distribution Type: None Comp Rate: 8,958.333333 Standard Hours: 40.00 Pay Frequency: UC912 UC 9/12 Frequency

Step	Action
27.	<p>Next, add a new <b>Job Data</b> row to add an offscale increase.</p> <p>Click the <b>Add a new row</b> button.</p> <p></p>

**HR Tasks**

Position Data | **Job Data** | Additional Pay Data

New Window | Help | Personalize Page |

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0

Academic: Faculty HR Status: Active Payroll Status: Active [Work Force Job Summary](#)  
[Person Org Summary](#)

**Job Data** Find | View All First 1 of 2

Effective Date: 07/01/2017 Action:

Effective Sequence: 1 Action Reason:

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Current Effective Date: 02/01/2017 Current Action: DTA Data Change  
Current Eff Sequence: 0 Current Action Reason: CNV CONV: Conversion row

Position Number: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Location Code: 155404 Math  
Job Code: 001200 ASSOC PROF-AY  
Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:

FLSA Status: Exempt Establishment ID:  UC Los Angeles  
Salary Administration Plan: T001 Step:

Salary Grade: 2 Employee Class: 9 Academic: Faculty  
FTE: 1.000000 End Job Automatically:

Appointment End Date:

Earnings Distribution Type: None Comp Rate: 8,958.333333 Standard Hours: 40.00 Pay Frequency:  UC 9/12 Frequency

Step	Action
28.	A new row appears with the same <b>Effective Date</b> , but a new <b>Effective Sequence</b> of <b>1</b> . (The <b>Effective Sequence</b> of the previous row is <b>0</b> ).
29.	Click in the <b>Action</b> field. <input type="text"/>
30.	Enter the desired information into the <b>Action</b> field.  For this example, enter <b>PAY</b> .
31.	Click the <b>Look up Action Reason</b> button. 

**HR Tasks**

Position Data | Job Data | Additional Pay Data

**Aomar Kaushal** Employee  
Academic: Faculty

**Job Data**

Effective Date: 07/01/2017  
Effective Sequence: 1

Current Effective Date: 02/01/2017  
Current Eff Sequence: 0

Position Number: 40084921  
Business Unit: LACMP  
Department: 101500  
Location Code: 155404  
Job Code: 001200  
Union Code: A4

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001  
Salary Grade: 1  
FTE: 1.000000  
Appointment End Date:

Earnings Distribution Type: None  
Comp Rate: 8,958.333333  
Standard Hours: 40.00  
Pay Frequency: UC912 UC 9/12 Frequency

**Look Up Action Reason**

Search by: Action Reason begins with

Search Results

Action Reason	Description
AAS	Advancement to Above-Scale
AMR	Academic Merit/Reappointment
ATB	Across-The-Board
DEM	Demotion
EQU	Equity
MIN	Bring To Meet Minimum
NEG	Change in Negotiated Salary
<b>OFF</b>	<b>Off Scale Increase</b>
OSD	Off Scale Decrease
PRO	Promotion/Academic Promotion
ROP	Change to Record-Only Pay Rate
STI	Step Increase/Progression
U18	Unit 18 Salary Increase
WOS	Move to WOS (Without Salary)

Step	Action
32.	<p>For this example, select the <b>Off Scale Increase</b> code.</p> <p>Click the <b>OFF</b> list item.</p> <p><b>OFF</b></p>

UCPath Task:  
Initiate Position Data + Job Data Change PayPath  
Transaction (Acad)



UCPath

**HR Tasks**

Position Data | Job Data | Additional Pay Data

New Window | Help | Personalize Page

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0  
Academic: Faculty HR Status: Active Payroll Status: Active [Work Force Job Summary](#)  
[Person Org Summary](#)

**Job Data** Find | View All First 1 of 2

Effective Date: 07/01/2017 Action: **PAY** Pay Rate Change  
Effective Sequence: 1 Action Reason: **OFF** Off Scale Increase

Current Effective Date: 02/01/2017 Current Action: DTA Data Change  
Current Eff Sequence: 0 Current Action Reason: CNV CONV: Conversion row

Position Number: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Location Code: 155404 Math  
Job Code: 001200 ASSOC PROF-AY  
Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001 Establishment ID: **UCLA** UC Los Angeles  
Salary Grade: 2 Step: **1**  
FTE: 1.000000 Employee Class: 9 Academic: Faculty  
Appointment End Date:  End Job Automatically:

Earnings Distribution Type: None Comp Rate: 8,958.333333 Standard Hours: 40.00 Pay Frequency: **UC912** UC 9/12 Frequency

Step	Action
33.	Click the scroll bar.

**HR Tasks**

Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:  
FLSA Status: Exempt  
Salary Administration Plan: T001 Establishment ID: **UCLA** UC Los Angeles  
Salary Grade: 2 Step: **1**  
FTE: 1.000000 Employee Class: 9 Academic: Faculty  
Appointment End Date:  End Job Automatically:

Earnings Distribution Type: None Comp Rate: 8,958.333333 Standard Hours: 40.00 Pay Frequency: **UC912** UC 9/12 Frequency

**Pay Components** Personalize | Find | First 1 of 1 Last  

Rate Code	Comp Rate	Compensation Frequency
1 UCANNL	107,500.000000	Annual

**Earnings Distribution** Personalize | Find | First 1 of 1 Last  


Earnings Code	Comp Rate	Distribution %
1		

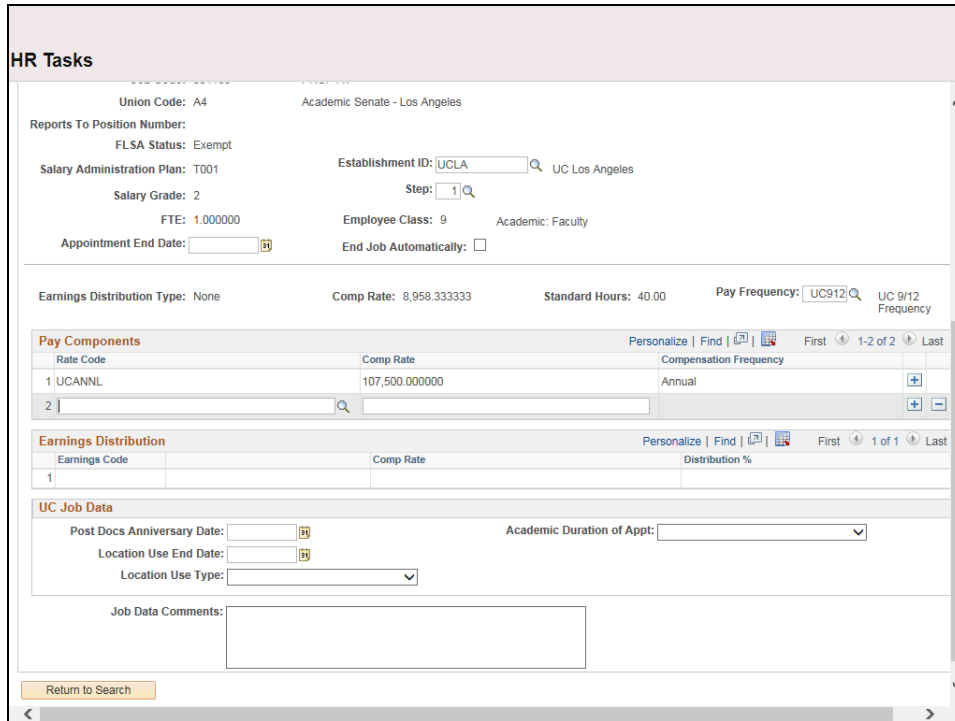
**UC Job Data**  
 Post Docs Anniversary Date:   
 Location Use End Date:   
 Location Use Type:   
 Academic Duration of Appt:

Job Data Comments:

Return to Search

Position Data | Job Data | Additional Pay Data

Step	Action
34.	<p>In the <b>Pay Components</b> section, add a new row for the offscale increase.</p> <p>Click the <b>Add a new row</b> button.</p> 



**HR Tasks**

Union Code: A4 Academic Senate - Los Angeles

Reports To Position Number:

FLSA Status: Exempt

Salary Administration Plan: T001 Establishment ID: UCLA UC Los Angeles

Step: 1

Salary Grade: 2 FTE: 1.000000 Employee Class: 9 Academic: Faculty

Appointment End Date: End Job Automatically:

Earnings Distribution Type: None Comp Rate: 8,958.333333 Standard Hours: 40.00 Pay Frequency: UC912 UC 9/12 Frequency

**Pay Components**

Rate Code	Comp Rate	Compensation Frequency
1 UCANNL	107,500.000000	Annual
2		

**Earnings Distribution**

Earnings Code	Comp Rate	Distribution %
1		

**UC Job Data**

Post Docs Anniversary Date: Academic Duration of Appt:

Location Use End Date: Location Use Type:

Job Data Comments:

Return to Search

Step	Action
35.	<p>Click in the <b>Rate Code</b> field.</p> <input type="text"/>
36.	<p>Enter the desired information into the <b>Rate Code</b> field.</p> <p>For this example, enter <b>UCOFF1</b>.</p>
37.	<p>Click in the <b>Comp Rate</b> field.</p> <input type="text"/>
38.	<p>Enter the desired information into the <b>Comp Rate</b> field.</p> <p>For this example, enter <b>2400</b>.</p>

UCPath Task:  
Initiate Position Data + Job Data Change PayPath  
Transaction (Acad)

**HR Tasks**

Reports To Position Number:

FLSA Status: Exempt

Salary Administration Plan: T001      Establishment ID: UCLA UC Los Angeles

Salary Grade: 2      Step: 1

FTE: 1.000000      Employee Class: 9 Academic: Faculty

Appointment End Date:      End Job Automatically:

Earnings Distribution Type: None      Comp Rate: 10,958.333333      Standard Hours: 40.00      Pay Frequency: UC912 UC 9/12 Frequency

Rate Code	Comp Rate	Compensation Frequency
1 UCANNL	107,500.000000	Annual
2 UCOFF1	24,000.000000	Annual

Earnings Code	Comp Rate	Distribution %
1		

**UC Job Data**

Post Docs Anniversary Date:      Academic Duration of Appt:

Location Use End Date:      Location Use Type:

Job Data Comments:

[Return to Search](#)

Position Data | Job Data | Additional Pay Data

Step	Action
39.	Click in the <b>Job Data Comments</b> field.
40.	Enter the desired information into the <b>Job Data Comments</b> field. For this example, enter <b>Position promotion with off-scale increase..</b>

**HR Tasks**

Reports To Position Number:

FLSA Status: Exempt

Salary Administration Plan: T001

Establishment ID: UCLA UC Los Angeles

Salary Grade: 2

Step: 1

FTE: 1.000000

Employee Class: 9 Academic: Faculty

Appointment End Date:

End Job Automatically:

Earnings Distribution Type: None

Comp Rate: 10,958.333333

Standard Hours: 40.00

Pay Frequency: UC912 UC 9/12 Frequency

**Pay Components**

Rate Code	Comp Rate	Compensation Frequency
1 UCANNL	107,500.000000	Annual
2 UCOFF1	24,000.000000	Annual

**Earnings Distribution**

Earnings Code	Comp Rate	Distribution %
1		

**UC Job Data**

Post Docs Anniversary Date:

Location Use End Date:

Location Use Type:

Academic Duration of Appt:

Job Data Comments: Position promotion with off-scale increase

Return to Search

Position Data | Job Data | Additional Pay Data

Step	Action
41.	Click the scroll bar.
42.	Click the <b>Additional Pay Data</b> tab.

Additional Pay Data

**HR Tasks**

Position Data | Job Data | **Additional Pay Data** New Window | Help | Personalize Page |

**Aomar Kaushal** Employee Empl ID 10048408 Empl Record 0

**No Data present for current Additional Pay**

**New Additional Pay** Find | View All First 1 of 1 Last

\*Earnings Code:

**Effective Date** Find | View All First 1 of 1 Last

\*Effective Date: 07/01/2017

**Payment Details** Find | View All First 1 of 1 Last

Addl Seq #: 1

End Date:  Reason: Not Specified

Pay Period Amt:

Goal Amount:  Goal Balance:

Prorate Additional Pay

**Applies To Pay Periods**

First  Second  Third

**Job Information**

Employee Type: Salaried Standard Hours: 40.00  
Compensation Rate: \$5,850.000000 Frequency:

**Default Job Data**

Position: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Job Code: 001300 ASST PROF-AY  
FTE: 1.000000  
Employee Status: Active Expected Job End Date:

Step	Action
43.	Click the scroll bar.

**HR Tasks**

Prorate Additional Pay

**Applies To Pay Periods**

First  Second  Third

**Job Information**

Employee Type: Salaried Standard Hours: 40.00  
Compensation Rate: \$5,850.000000 Frequency:

**Default Job Data**

Position: 40084921 ASST PROF-AY  
Business Unit: LACMP UCLA Campus  
Department: 101500 Statistics  
Job Code: 001300 ASST PROF-AY  
FTE: 1.000000  
Employee Status: Active Expected Job End Date:

Save for Later Save And Submit Cancel Upload | View Supporting Documents

Transaction ID NEW  
Workflow Status Apprvl Prc  
Request Status In Progress


Initiator's Comments

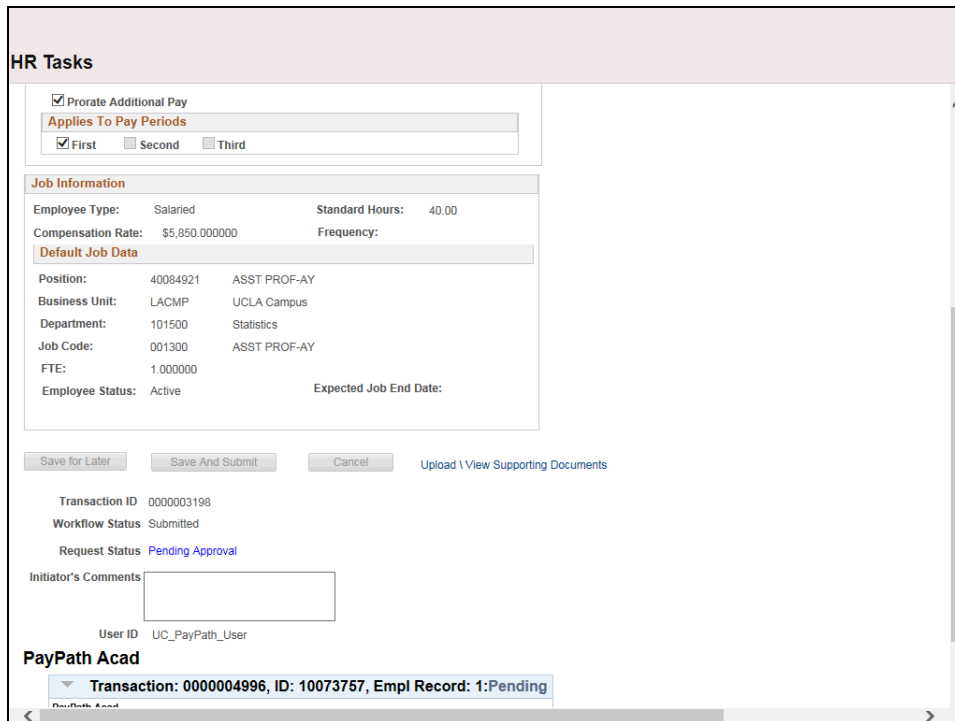
User ID UC\_PayPath\_User

Return to Search

Position Data | Job Data | Additional Pay Data



Step	Action
44.	Use the <b>Upload \ View Supporting Documents</b> link to attach supporting documentation, if applicable.
45.	Use the <b>Initiator's Comments</b> field, to further explain the transaction for the Approver, if applicable.
46.	Click the <b>Save And Submit</b> button. 



**HR Tasks**

Prorate Additional Pay  
**Applies To Pay Periods**  
 First  Second  Third

**Job Information**

Employee Type: Salaried      Standard Hours: 40.00  
 Compensation Rate: \$5,850.000000      Frequency:

**Default Job Data**

Position: 40084921      ASST PROF-AY  
 Business Unit: LACMP      UCLA Campus  
 Department: 101500      Statistics  
 Job Code: 001300      ASST PROF-AY  
 FTE: 1.000000  
 Employee Status: Active      Expected Job End Date:

Save for Later    Save And Submit    Cancel    Upload \ View Supporting Documents

Transaction ID 0000003198  
 Workflow Status Submitted  
 Request Status [Pending Approval](#)

Initiator's Comments

User ID UC\_PayPath\_User

**PayPath Acad**

Transaction: 0000004996, ID: 10073757, Empl Record: 1:Pending

Step	Action
47.	The transaction is submitted for approval.
48.	You have initiated a position data change and job data change PayPath transaction. <b>End of Procedure.</b>