

June 25, 2019

To: UCPATH Functional Users Who Manage Academic Employees
Business Officers and Academic Personnel Analysts in Academic Units (via
SBADM-L)

From: Cindy Doherty, Academic Personnel Director

Re: Timing of UCPATH Academic Transactions

The Academic Personnel UCPATH team is experiencing a high number of queries regarding the status of transactions and cases. As you know, the June-July period is very high volume in regard to ending appointments, summer salary, changes in administrator appointments, along with the underlying ongoing activity. In addition, this is the first summer on UCPATH and so internal and campus processes are still being refined.

The Academic Personnel Office UCPATH team is prioritizing transactions as follows:

- Reappointments for employment ending June 30.
- New appointments and reappointments (including administrator stipends) effective July 1.
- Any other pay impacting transactions for July (including central processing of merits & promotions).
- Transactions to be effective later in the summer.

AWE automatically sends out a notice once a transaction has been with the approver for 3 calendar days. Due to the current high volume it is possible you will receive these notices, in particular if you submit a transaction on a Thursday or Friday. Please do not contact the team to inquire about these transactions unless a significant period of time has passed. Time spent responding to these inquiries reduces the amount of time the team can spend completing transactions. We greatly appreciate your understanding and partnership as our UCPATH journey continues.

Cindy Doherty
Director
UCSB Academic Personnel
(805) 893-8332
Cindy.Doherty@ucsb.edu