

Overview

Use this job aid to complete the **E-081 Mass Update of PayPath Actions** CSV file template in Excel.

The **E-081 Mass Update of PayPath Actions (Batch File)** is a custom UCPath process that allows Locations to make bulk updates to Academic and staff positions, jobs, and additional pay data via PayPath.

To complete this process:

- Download the most current CSV template listed as *Mass Update for WFA Data Changes (Batch File)* from the [UCPath Template Library](#) page under the **Interfaces Templates** section on the [UCPath Location Support](#) site
- Enter the required data in the template
- Upload the completed file to the designated staging Location
- Review the file and submit it for processing

UCPath immediately loads transactions that pass data validations into the appropriate pages

Definitions

- **PayPath:** A comprehensive custom solution for managing updates to employee data in UCPath that facilitates timely, accurate, efficient and compliant pay
- **Component Interface (CI):** A tool that allows you to upload a file that contains mass data changes directly into UCPath
- **Historic Effective Date:** Effective dates that are **less than** the current effective date
- **Current Effective Date:** Effective dates that are **less than or equal** to the current system date
- **Future Effective Date:** Effective dates that are **greater than** the current system date
- **Retro Pay:** A change to an employee's record (update, insert, or deletion) that affects a previous pay period and generates a retro pay request. Retro pay is not triggered if no pay was issued for that prior period.
- **Data Dissemination Operational Data Store (DDODS):** Each night, the ODS Nightly Burst sends selected UCPath data to DDODS, making it available to UC Locations through Cognos reports.

Mass Update of PayPath Actions CSV File Template

Use the **CSV File Template for Mass Update of PayPath Actions** to update **Position Data**, **Job Data** and **Additional Pay** records in UCPath. The template includes three header rows:

- **Row 1:** Position Data
- **Row 3:** Job Data
- **Row 5:** Additional Pay

Example CSV File Template with Header Rows

| | A | B | C | D | E | F | G | H | I |
|---|-------------------|--------------|----------|---------------|----------------------|---------|-----------------|--------------------|----------------|
| 1 | Record Identifier | POSITION_NBR | EFFDT | ACTION_REASON | DEPTID | JOBCODE | REPORTS_TO | REPORT_DOTTED_LINE | LOCATION |
| 2 | 100 | | | | | | | | |
| 3 | Record Identifier | EMPLID | EMPL_RCD | EFFDT_0 | TRANSACTION SEQUENCE | ACTION | ACTION_REASON | STEP | PS.JOB.COMP_FR |
| 4 | 200 | | | | | | | | |
| 5 | Record Identifier | EMPLID | EMPL_RCD | EFFDT | ERNCD | REASON | EARNINGS AMOUNT | END_DT | GOAL_AMT |
| 6 | 300 | | | | | | | | |
| 7 | | | | | | | | | |

Example Job Data Updates

To update records, insert one row per position or employee *under* the appropriate header row. The example below shows **Job Data** updates for three employees:

- Employee **11223344** and **44332211** have updates for **EMPL RCD 0**
 - These employees have or had multiple UCPath appointments, but this update only applies to **EMPL RCD 0**
- Employee **12345678** has an update for **EMPL RCD 1**
 - This employee has or had multiple UCPath appointments, but this update only applies to **EMPL RCD 1**

| | A | B | C | D | E | F | G | H |
|----|-------------------|--------------|----------|---------------|----------------------|---------|-----------------|---------------|
| 1 | Record Identifier | POSITION_NBR | EFFDT | ACTION_REASON | DEPTID | JOBCODE | REPORTS_TO | REPORT_DOTTED |
| 2 | 100 | | | | | | | |
| 3 | Record Identifier | EMPLID | EMPL_RCD | EFFDT_0 | TRANSACTION SEQUENCE | ACTION | ACTION_REASON | STEP |
| 4 | 200 | 11223344 | 0 | 6/4/2026 | | PAY | MER | |
| 5 | | 44332211 | 0 | 6/25/2026 | | PAY | MER | |
| 6 | | 12345678 | 1 | 6/12/2026 | | PAY | MER | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | Record Identifier | EMPLID | EMPL_RCD | EFFDT | ERNCD | REASON | EARNINGS AMOUNT | END_DT |
| 10 | 300 | | | | | | | |
| 11 | | | | | | | | |

Template Guidelines:

Locations are responsible for completing, auditing, and uploading the **Mass Update of PayPath Actions** template to UCPath. Use the following guidelines when entering data in the Excel template:

- Download the most current CSV template listed as *Mass Update for WFA Data Changes (Batch File)* from the [UCPath Template Library](#) page under the **Interfaces Templates** section on the [UCPath Location Support](#) site
- Do not change the format
- Do not change or delete the header rows
- Only insert data rows under the applicable header row(s) for the records you want to update in UCPath
 - **Note:** Rows are loaded into UCPath in the order specified on the CSV file
- Do not use commas, dashes, or slashes in the CSV file
- Save the CSV file using the following naming convention:
BusinessUnit_E081_MASSUPDATEPAYPATH_YYYYMMDD
 - **Example:** LACMP_E081_MASSUPDATEPAYPATH_20240722
- Ensure that codes/values specified on the file are active for the effective dates used; Effective-date logic is enforced when the CSV file is submitted for processing
- Do not use leading zeros in CSV file columns if the leading zeros are not part of the code/value. CSV File template fields **must** be formatted as text fields to eliminate leading zeros where not applicable.

Template Compensation Guidelines

Use the following guidelines for entering compensation data in the Excel template:

- **Include All MCOP Entries:** If the employee has multiple components of pay (MCOP), enter all components in the file when updating compensation
 - **Exception:** If the employee is on a step linked to multiple comp rate codes, you may enter only the step value. UCPath will automatically populate the comp rate code values if they are defined in the Job Code table
- **Use Copy-Paste for Multiple Rows:** To add multiple rows for one employee, copy their first row, paste it as a new row, and update the necessary fields. This reduces data entry errors
- **Leave Comp Effective Sequence Blank:** Do not fill in the Comp Effective Sequence (Seq) field. UCPath assigns this automatically based on the row order when processing the file.

- **Step-Based Compensation:**
 - If the employee has a step, you do not need to enter the comp rate tied to the step. See Employee B in the example table.
 - If the employee has both a step and a Job Code-defined MCOP, use a single row. The comp rate will derive from the step. See Employee C on the example table.
 - If the employee does not have a step but has MCOP, enter each component in a separate row. See Employee F on the example table.
- **Enter the Correct Job Comp Frequency:** Use the compensation frequency associated with the comp rate code (Job Comp Frequency), not the Compensation Frequency on the Compensation record. Job Comp Frequency examples:
 - **H:** Hourly
 - **M** – Monthly
 - **C** – Contract
 - **UC_9M** – UC 1/9th Rate

Example of Compensation Rows for Job Data Row Inserts

| Empl | Step | Job Comp Frequency | Comp Eff Seq | Comp Rate Cd | Comp Rate | Notes |
|------|------|--------------------|--------------|--------------|-----------|---|
| A | - | A | 0 | UCANNL | 25000.00 | Employee without a step but with a Comp Rate |
| B | 1 | A | 0 | UCANNL | - | Employee with a step |
| C | 1 | UC912 | 1 | UCOFF | 25000.00 | Employee with a step |
| D | - | H | 0 | UCANNL | 25000.00 | Employee without a step but with a Comp Rate |
| E | 2 | UC912 | 1 | UCOFF2 | 1800.00 | Employee with a step and with MCOP not tied to the Job Code definition |
| E | 2 | H | 2 | UCPDPD | 250.00 | Employee with a step and with MCOP not tied to the Job Code definition |
| F | 2 | H | 0 | UCANNL | 2500.00 | Employee without a step and with MCOP |
| F | - | H | 1 | UCFELL | 250.00 | Employee without a step and with MCOP |
| F | - | H | 2 | UCSUPP | 500.00 | Employee without a step and with MCOP |

Position Data Header Row

The following **Position Data** fields may be updated in the Excel template:

| Field | Record | Required (Y/N) | Field Format/Notes |
|---------------------------|---------------|----------------|--|
| Record Identifier | N/A | Y | Enter 100. This value is required at the beginning of each Position Data row. Note: This is only a required field if you are inserting Position Data rows. |
| POSITION_NBR | POSITION_DATA | Y | Enter the UCPath Position Code . Refer to DDODS for a list of valid codes. |
| EFFDT | POSITION_DATA | Y | Enter as MM/DD/YYYY |
| ACTION_REASON | POSITION_DATA | Y | Enter the UCPath Action/Reason code. Refer to DDODS for a list of valid codes. |
| DEPTID | POSITION_DATA | N | Enter the UCPath Department code. Refer to DDODS for a list of valid codes. |
| JOBCODE | POSITION_DATA | N | Enter the UCPath Job Code exactly as listed, including any leading zeros to prevent errors. Refer to DDODS for a list of valid codes. Note: If you change the JOBCODE field in the template, you must also enter a value in the UC_EMP_REL_CD field |
| REPORTS_TO | POSITION_DATA | N | Enter the UCPath Position Number of the employee's supervisor/ manager. |
| REPORT_DOTTED_LINE | POSITION_DATA | N | Represents a secondary or indirect reporting relationship, separate from the employee's primary (solid-line) manager (e.g., Nursing Directors or administrative leads). |
| LOCATION | POSITION_DATA | N | Enter the UCPath Location code. Refer to DDODS for a list of valid codes. |

| Field | Record | Required (Y/N) | Field Format/Notes |
|------------------|---------------|----------------|--|
| FLSA_STATUS | POSITION_DATA | N | Enter the UCPath FLSA Status code. Valid values are: <ul style="list-style-type: none"> • N: Non-exempt • E: Exempt • V: Non Exempt at Alt Overtime • X: No FLSA Required |
| FTE | POSITION_DATA | N | Enter the full-time equivalent of the position using a 0.0 format. For example, 1.0 is full-time. |
| POSITION_POOL_ID | POSITION_DATA | N | Enter the UCPath Position Pool ID code. Refer to DDODS for a list of valid codes. Enter REM to remove the Position Pool ID field on Position Data . |
| SAL_ADMIN_PLAN | POSITION_DATA | N | Enter the UCPath Salary Administration Plan code. Refer to DDODS for a list of valid codes |
| GRADE | POSITION_DATA | N | Enter the UCPath Salary Grade code. Refer to DDODS for a list of valid codes. |
| UC_INCLUDE_FTE | POSITION_DATA | N | Enter the custom UCPath Employment Relationship code. Refer to DDODS for a list of valid codes. Note: Required to populate if JOBCODE field is populated. |
| UC_HR_GROUP | POSITION_DATA | N | Enter the HR Worksite for I-9 integration |
| UC_EMP_REL_CD | POSITION_DATA | N | Enter the custom UCPath Employment Relationship code. Refer to DDODS for a list of valid codes. Note: If you change the JOBCODE field in the template, you must also enter a value in the UC_EMP_REL_CD field |

| Field | Record | Required (Y/N) | Field Format/Notes |
|--------------------------|---------------|----------------|--|
| Secondary Org Department | POSITION_DATA | N | For LBNL use only. Enter when additional departments must be listed to meet Department of Energy reporting requirements. |
| Record Identifier | POSITION_DATA | Y | Enter 100 . This value is required at the end of each Position Data row. Note: This is only a required field if you are inserting Position Data rows. |

Job Data Header Row

The following **Job Data** fields may be updated in the Excel template:

| Field | Record | Required (Y/N) | Field Format/Notes |
|-----------------------------|--------|----------------|---|
| Record Identifier | N/A | Y | Enter 200 . This value is required at the end of each Job Data row. Note: This is only a required field if you are inserting Job Data rows. |
| EMPLID | JOB | Y | Enter the employee ID. |
| EMPL_RCD | JOB | Y | Enter the applicable JOB record for the employee. |
| EFFDT_0 | JOB | Y | Enter as MM/DD/YYYY . Note: The effective date can be a future date, but you cannot enter one that exceeds the employee's current Expected Job End Date . |
| TRANSACTION SEQUENCE | JOB | N | This Job Data Effective Sequence field is optional. UCPath automatically assigns it based on the row order in the CSV file when processing |
| ACTION | JOB | Y | Enter the UCPath Action code. Refer to DDODS for a list of valid codes. |
| ACTION_REASON | JOB | Y | Enter the UCPath Action/Reason code. Refer to DDODS for a list of valid codes. |
| STEP | JOB | N | Enter the UCPath Step code. Refer to DDODS for a list of valid steps for the applicable Salary Plan and Salary Grade . |

| Field | Record | Required (Y/N) | Field Format/Notes |
|-----------------------|--------------|----------------|--|
| PS.JOB.COMP_FREQUENCY | JOB | N | Enter the UCPath Job Comp Frequency code. Refer to DDODS for a list of valid codes. |
| COMP_RATECD | COMPENSATION | N | Enter the UCPath Comp Rate Code . Use DDODS to find valid codes. If you enter a Comp Rate Code , you must also enter a Comp Rate . For details—especially for employees with Multiple Components of Pay—refer to the Template Compensation Guidelines section of this document. |
| COMPRATE | COMPENSATION | N | Enter the UCPath Comp Rate in the format 999999999999.000000 when adding a Comp Rate Code . You must also enter a Comp Rate Code if you enter a Comp Rate . Make sure the Comp Rate matches the selected Comp Rate Code. <ul style="list-style-type: none"> Example: If you use the Comp Rate Code UCANNL (for annual salary), enter the employee's annual salary—not the monthly salary. Entering the wrong Comp Rate causes incorrect data in UCPath. |
| ESTABID | JOB | N | Enter the UCPath Establishment ID . Refer to DDODS for a list of valid codes. |

| Field | Record | Required (Y/N) | Field Format/Notes |
|----------------------|---------------|----------------|--|
| FTE | JOB | N | Enter the full-time equivalent of the position using a 0.0 format. For example, 1.0 is full-time. |
| EXPECTED_END_DATE | JOB | N | Enter as MM/DD/YYYY . Note: If you use this field, set AUTO_END_FLG to Y on the template. |
| EXPECTED_RETURN_DATE | JOB | N | Enter as MM/DD/YYYY |
| UC_LOC_USE_END_DT | JOB | N | Enter as MM/DD/YYYY |
| UC_LOC_USE_TYPE | JOB | N | Enter the custom UCPath UC Location Use Type . Refer to DDODS for a list of valid codes. |
| EMPL_CLASS | JOB | N | Enter the UCPath Employee Class . Refer to DDODS for a list of valid codes. |
| EARN_DIST_TYPE | JOB_EARN_DIST | N | Enter the UCPath Earnings Distribution Type . Refer to DDODS for a list of valid codes. Refer to the Template Compensation Guidelines section in this document for details, especially for employees with Multiple Components of Pay. |
| EARNCD | JOB_EARN_DIST | N | Enter the UCPath Earnings Code . Refer to DDODS for a list of valid codes. |

| Field | Record | Required (Y/N) | Field Format/Notes |
|---------------------|----------------|----------------|---|
| COMPRATE1 | JOB_EARNS_DIST | N | Enter the UCPath Job Earnings Distribution Comp Rate . If you enter a Comp Rate Code , you must also enter a Comp Rate . For details—especially for employees with Multiple Components of Pay —refer to the Template Compensation Guidelines section of this document. |
| DIST_PCT | JOB_EARNS_DIST | N | Enter the UCPath Job Earnings Distribution Percent . |
| AUTO_END_FLG | JOB | N | <ul style="list-style-type: none"> Enter Y to select the End Job Automatically field in Job Data. If you enter Y, also complete the EXPECTED_END_DATE field. Enter N to deselect the End Job Automatically field. Enter R to remove both the End Job Automatically field and the EXPECTED_END_DATE from Job Data. |
| UC_ACAD_DUR_APPT | JOB | N | Enter the custom UCPath Academic Duration of Appointment . Refer to DDODS for a list of valid codes. |
| UC_POST_DOC_ANVS_DT | JOB | N | Enter as MM/DD/YYYY |
| UC_PROBATION_CODE | JOB | N | Enter the custom UCPath Probation Code . Refer to DDODS for a list of valid codes. |

| Field | Record | Required (Y/N) | Field Format/Notes |
|--------------------|--------|----------------|--|
| UC_PROB_END_DT | JOB | N | Enter as MM/DD/YYYY |
| UC_TRIAL_EMP_ENDDT | JOB | N | Enter as MM/DD/YYYY |
| UC_PY_CAREER_DUR | JOB | N | Enter the custom UCPath Payroll Career Duration value. Refer to DDODS for a list of valid values. |
| UC_ERIT_END_DT | JOB | N | Enter as MM/DD/YYYY |
| UC_CUBICLE | JOB | N | Enter the cubicle location for union reporting, if applicable. |
| Record Identifier | N/A | Y | Enter 200 . This value is required at the end of each Job Data row. Note: This is only a required field if you are inserting Job Data rows. |

Additional Pay Header Row

The following **Additional Pay** fields may be updated in the Excel template:

| Field | Record | Required (Y/N) | Field Format/Notes |
|-------------------|---------------|----------------|--|
| Record Identifier | N/A | Y | Enter 300 . This value is required at the beginning of each Additional Pay row. Note: This is only a required field if you are inserting Additional Pay rows. |
| EMPLID | ADDL_PAY_DATA | Y | Enter the employee ID |
| EMPL_RCD | ADDL_PAY_DATA | Y | Enter the applicable JOB record for the employee. |
| EFFDT | ADDL_PAY_DATA | Y | Enter as MM/DD/YYYY |
| ERNCD | ADDL_PAY_DATA | Y | Enter the UCPath Earnings Code . Refer to DDODS for a list of valid codes. |

| Field | Record | Required (Y/N) | Field Format/Notes |
|------------------------|---------------|----------------|--|
| REASON | ADDL_PAY_DATA | Y | Enter the UCPath Additional Pay Reason Code . Refer to DDODS for a list of valid codes. |
| EARNINGS AMOUNT | ADDL_PAY_DATA | N | Enter the payment amount |
| END_DT | ADDL_PAY_DATA | N | Enter as MM/DD/YYYY |
| GOAL_AMT | ADDL_PAY_DATA | N | Enter the UCPath Additional Pay Goal Amount using the format 99999999.00 |
| PRORATE_ADDITIONAL_PAY | ADDL_PAY_DATA | N | Enter Y to set the Prorate Additional Pay field on Additional Pay . |
| FIRST | ADDL_PAY_DATA | N | Enter Y if this additional pay row applies to the first pay period of the month for the employee's pay schedule. |
| SECOND | ADDL_PAY_DATA | N | Enter Y if this additional pay row applies to the second pay period of the month for the employee's pay schedule |
| THIRD | ADDL_PAY_DATA | N | Enter Y if this additional pay row applies to the third pay period of the month for the employee's pay schedule. |
| Record Identifier | N/A | Y | Enter 300 . This value is required at the beginning of each Additional Pay row. Note: This is only a required field if you are inserting Additional Pay rows. |

Error & Warning Messages

The following table lists possible errors and warning messages and the appropriate action to take:

| # | Message | Action(s) to Take |
|----|--|---|
| 1 | Error: No matching values were found. You have entered a position number that is vacant. | Remove the position from the file. You cannot update vacant or inactive positions using Mass Update of PayPath Actions. |
| 2 | Error: Position number is not valid. | Verify that the position code is correct |
| 3 | Error: Position number is a required field. | Enter the position code if you are inserting Position Data rows |
| 4 | Error: The Maximum incumbent headcount is exceeded for the particular position number. | Remove the position from the file. You cannot update the position data for a multi-headcount position using Mass Update of PayPath Actions. |
| 5 | Error: The Employee is Inactive. Employee Status should be A, L, P or W. | Verify in Job Data . Remove the employee from the file. |
| 6 | Error: Employee ID is a required field. | Enter the employee ID for Job Data and Additional Pay row inserts |
| 7 | Error: Employee ID is not valid. | Verify in Job Data . Enter the correct employee ID. |
| 8 | Error: Employee Rcd is a required field. | Verify in Job Data . Enter the correct employment record number. |
| 9 | Error: The effective date you have entered is greater than 12 months in the past. | Remove the row from the file. You cannot update the record using Mass Update of PayPath Actions. |
| 10 | Error: Effective date is a required field. | Enter the effective date |
| 11 | Error: Reason Code is a required field. | Enter the Action Reason code |
| 12 | Error: Action is a required field. | Enter the Action code |
| 13 | Warning: FLSA_STATUS contains the value as "No FLSA Required". | Verify that the FLSA status is correct for the job |
| 14 | Error: Recall position is submitted with a FTE > .43 - EMPL_CLASS = 3 | Resubmit with the appropriate FTE value or change the EMPL_CLASS . Refer to the EMPL_CLASS List in this document for additional information. |
| 15 | Error: FTE Value is required when Position Reason is 'JFT' and 'Include FTE' is null. | Enter the FTE value |

| # | Message | Action(s) to Take |
|----|---|--|
| 16 | Error: The FTE value is provided on Job Data and Position Reason is not 'JFT' and 'Include FTE' is not null | Change the Position ACTION_REASON and INCLUDE_FTE on the Position Data row or remove the FTE value on the Job Data row |
| 17 | Warning: The salary administration plan is not valid for the job code. | Verify that the Salary Administration Plan code is correct for the job |
| 18 | Warning: The Grade is not valid for the job code. | Enter the correct Grade code for the Job Code |
| 19 | Error: Invalid Comprate Code. | Enter the correct Comp Rate code |
| 20 | Error: Appointment End Date is a required field for Staff. | Enter the Appointment End Date |
| 21 | Error: Appointment End Date is a required field for Academic. | Enter the Appointment End Date |
| 22 | Warning: Location Use Type field does not have a value. | Enter the Location Use Type |
| 23 | Warning: Location Use End Date field does not have a value. | Enter the Location Use End Date |
| 24 | Error: Appointment End Date is required when Auto End Flag is checked. | Enter the Appointment End Date |
| 25 | Error: Appointment End Date is not blank for Staff. | Remove the Appointment End Date |
| 26 | Error: The Auto end flag is not blank for Staff. | Remove the End Job Automatically setting |
| 27 | Error: The Academic Duration of Appointment is not blank for Staff. | Remove the Academic Duration of Appointment |
| 28 | Warning: Academic End Date field was entered, but the Academic Duration of Appointment field does not have a value. | Enter an Academic Duration of Appointment or remove the Academic End Date |
| 29 | Warning: Post Docs Anniversary Date is required when EMPL_CLASS = "23". | Enter the Post Docs Anniversary Date . Refer to the EMPL_CLASS List in this document for additional information. |
| 30 | Error: The Post Docs Anniversary Date field is not blank for staff. | Remove the Post Docs Anniversary Date |
| 31 | Error: The Probation Code field is not blank for Academic. | Remove the Probation Code |
| 32 | Warning: Probation Code is required. | Enter the Probation Code |

| # | Message | Action(s) to Take |
|----|---|--|
| 33 | Error: The Probation End Date field is not blank for Academic. | Remove the Probation End Date |
| 34 | Error: Probation End Date is required as Probation code is not C,O or N. | Enter the Probation End Date |
| 35 | Error: The PY Career Duration field is not blank for Academic. | Remove the PY Career Duration |
| 36 | Warning: PY Career Duration field is required when Empl Class = "7". | Enter the PY Career Duration . Refer to the EMPL_CLASS List in this document for additional information. |
| 37 | Error: Earning Code is a required field. | Enter the Earning Code |
| 38 | Error: Earning Code is not valid | Correct the Earning Code |
| 39 | Earning code is not valid for the Pay group entered. | Correct the Earning Code |
| 40 | Warning: You have not entered Appointment End date. | Enter the Appointment End Date |
| 41 | For the Earnings Distribution Type "A" (By Amount), Compensation Rate (COMPRATE) is null | Enter a compensation amount or remove the value in the Distribution Type field. |
| 42 | For the Earnings Distribution Type "P" (By Percent), Percent of Distribution (DIST_PCT) is null | Enter a By Percent amount or remove the value in the Distribution Type field. |
| 43 | Error: The Trial Employment End Date field is not blank for Academic. | Enter the Trial Employment End Date |
| 44 | Error: The ERIT/Phased Retirement End Date field is not blank for Academic. | Remove the ERIT/Phased Retirement End Date |
| 45 | Error: The employee is currently on a step, but a step rate was not provided. | Enter a step rate |
| 46 | Error: The Comp Rate with the Step submitted through batch file is not aligned with the value configured. | Determine the correct amount, update or delete the value, and let the system assign the value. |
| 47 | Error: Employee Relations code is not correct for the Union Code | Verify the correct Employee Relations Code and update the value in the file to be resubmitted. |

EMP_CLASS List

The following table provides a list of UCPath employee classes:

| Code | Description | Short Description |
|-------------|-------------------------------|--------------------------|
| 1 | Staff: Contract | Contract |
| 2 | Staff: Career | Career |
| 3 | Academic: Recall | Ac Recall |
| 4 | Staff: Limited | Limited |
| 5 | Student: Casual/Restricted | Student |
| 6 | Staff: Per Diem | Per Diem |
| 7 | Staff: Partial Year Career | PartYr Car |
| 8 | Staff: Floater | Floater |
| 9 | Academic: Faculty | Ac Faculty |
| 10 | Academic: Non Faculty | Non Fac |
| 11 | Academic: Academic Student | Ac Student |
| 13 | Staff: Contingent Worker | CWR Staff |
| 14 | Academic: Contingent Worker | CWR Acad |
| 15 | Staff: Rehired Retiree | RehRetiree |
| 20 | Academic: Conversion | Ac Conv |
| 21 | Academic: Emeriti | Ac Emeriti |
| 22 | Academic: Deans/Faculty Admin | Ac Dean/FA |
| 23 | Academic: Post Docs | Ac PostDoc |
| 24 | Academic: Medical Residents | Ac Med Res |