

## Absence Management Fact Sheet

UCPath is a systemwide project launched by the University of California to modernize its current payroll system. UCPath introduces new technology that will unify and standardize payroll, benefits and human resource (HR) systems for all UC employees. UCPath enables employees to have access to the same system and the ability to view payroll information, enroll in benefits, manage time off and more through the UCPath portal. Employees will also have access to the UCPath Center, the shared services hub which provides dedicated and responsive customer service support.

The UCPath Training Team is offering courses about new features and processes that can make a difference in your daily work. Ask your manager which training courses you should take and be sure to sign up early.

Here's a sneak peek at some, but not all, of the important differences you'll see when UCPath launches at UC ANR

### *Viewing Vacation and Leave Balances*

Employees can view their vacation, sick leave, Family Medical Leave Act (FMLA) and other leave balances by logging into the UCPath portal. Leave balances no longer appear on paycheck statements.

### *Vacation and Leave Tracking*

UCPath tracks vacation and sick leave balances. Local administrators have role-based access to pull reports on employee leave balances.

### *Managing Accruals*

Employees who have questions about leave balances or usage should submit a request through the UCPath portal's **Ask UCPath Center** feature. The UCPath Center team can explain or initiate changes and corrections as needed.

### *Family Medical Leave Act (FMLA Eligibility)*

Local leave administrators can log into the UCPath portal to see if an employee is eligible for FMLA leave. If an employee is not eligible for FMLA, the UCPath system prevents the request. For questions about FMLA leave eligibility, employees and administrators should contact the UCPath Center.

### *Getting help from the UCPath Center*

The UCPath Center is the first point of contact for many employee and location departmental questions and concerns, including:

- Employment Verification
- Payroll adjustments
- Overpayment and corrections
- Regulatory Reporting
- Deductions and calculations
- Leave balances
- Extended absences
- Benefits billing

The UCPath Center coordinates across relevant departments as needed and tracks the resolution process through closure.

Questions about UCPath? Email [ucpath@ucanr.edu](mailto:ucpath@ucanr.edu)