

# UC DAVIS

## ACADEMIC AFFAIRS

*Brought to you by the Office of the Vice Provost*

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September 2019

# Academic Insight

### Special Edition - Anticipating UCPATH Cutover

#### Message from the Vice Provost:

On behalf of the Office of Academic Affairs, I want to welcome all of you back to what is already becoming a thoroughly exciting 2019-20 academic year. We'll keep you posted on some very inspiring developments for the campus' academic community, but in the meantime we are providing you with an abbreviated issue of Academic Insight because we want to focus your attention on our imminent transition to the new and enhanced UCPATH payroll/personnel system.



Know that we in Academic Affairs are here as your resource, and stand prepared to help you. Please feel welcome to explore [our website](#) and learn more about our responsibilities and resources that we provide for you. And stay tuned for a much more comprehensive newsletter later this fall.

With best wishes,  
Phil

# UCPATH

**UCPATH - UC's new system for payroll, benefits and personnel services - goes live this month across UC Davis, UC Davis Health, and the Division of Agricultural and Natural Resources.**

**Here are the steps that all employees - academic, staff, and student - need to take to transition into the new system starting on September 27, 2019:**

#### **Enroll in Duo, a multifactor authentication system**

It helps to protect the security of your data and is required for login to the UCPATH Online portal. Duo can be used easily with a smartphone, a non-smart phone, a landline or a hard token. See <https://movetoduo.ucdavis.edu/>

**Sign into UCPATH Online**



Once you have signed up for Duo, sign into UCPATH Online at <https://ucpath.universityofcalifornia.edu> beginning September 27, 2019 using your computer, smartphone or tablet to verify and update your personal profile information, review your benefits and, if necessary, update your tax withholding.

### Enroll in Direct Deposit

If you weren't previously on Direct Deposit, sign up for it in UCPATH Online to avoid mail delays in receiving paper paychecks. Paychecks can no longer be picked up locally – they are mailed from an out-of-state service center and may take five or more business days to reach your home address on file.

If you wish, you can now elect to split your pay in direct deposit between two or three accounts

### W-2

Opt-in to receiving your W-2 electronically in UCPATH. Even if you've opted-in previously to receive your W-2 electronically in AYSO, you may need to opt-in in UCPATH to receive your W-2 electronically for fall 2019 pay and future pay periods. For 2019, you will have two W-2 forms: one from AYSO for the winter, spring and summer that came from PPS and one from UCPATH for fall 2019 and thereafter.

### Review your first pay statements!

Carefully review your first pay statement in October 2019 and notify your department immediately if anything is wrong. Earnings statements starting in October 2019 and going forward will be viewable in UCPATH Online.

### Open Enrollment

Open Enrollment will take place in UCPATH later this fall. Online changes to enrollment elections will occur in UCPATH, not AYSO.

### Questions/Concerns

If you have any questions or concerns regarding the UCPATH transition, please visit <https://ucpath.ucdavis.edu/who-call>.

Visit the UCPATH website

## Reminders / Announcements



All members of faculty search committees (including non-faculty participants) **must** be STEAD-certified, or certified through completion of the Enhanced Training for Faculty Search Members at the Health/Sacramento campus before the evaluations of applications begins.

*As a reminder, all search committee members are **required** to have taken STEAD training within the past 3 years.*

#### Davis Campus

STEAD Workshops

Tues, Oct 10 (1-3pm) ***(full)***  
Wed, Oct 23 (1-3pm) ***(full)***  
Wed, Nov 6 (1-3pm)  
Thurs, Nov 21 (1-3pm)  
Thurs, Dec 12 (1-3pm)

#### Sacramento Campus

Enhanced Training for Faculty Search Committees

Fri, Oct 4 (11:30am-1:30pm)  
Wed, Nov 6 (11:30am-1:30pm)  
Fri, Dec 13 (11:30am-1:30pm)  
Fri, Jan 10 (11:30am-1:30pm)  
Fri, Feb 7 (11:30am-1:30pm)

Register for a  
STEAD Workshop **HERE**

Register for Enhanced Training  
**HERE**

### Graduate Students and Mental Health: The Role of the Mentor

**Date:** October 23, 2019  
**Time:** 11:00am-1:00pm *(lunch provided)*  
**Location:** UCD Student Community Center, Multipurpose Room

A workshop for academic appointees who



work with graduate and professional school students

- Strategies to identify situations that need attention
- Maintaining healthy boundaries while still providing assistance
- Resources to support you and your student



Please be sure to register if you'd like to attend this workshop.

*Co-sponsored by Academic Affairs and Graduate Studies*

**REGISTER HERE**

**Doing It All When Your Children Are Small:  
A Support Group for Faculty Parents of  
Babies and Toddlers**



Adding a very young child to one's life can exacerbate the challenges inherent in the life of a faculty member. Read [here](#) to learn about a new, drop-in support group starting in October for faculty parents of very young children!

**Read More HERE**

*NOTE: Expect a full newsletter this upcoming fall.*



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