

Schedule: Balancing annual July 1, 2024 Academic (Sub 00) and Staff (Sub 01) Rosters

Below is a list of the funds that must be balanced. If you want to remove positions from the Staffing Roster on unrequired funds, the STF Flag should be unchecked on the Budget Distribution Page in UCPATH and the position Budget Distribution Page should be set to inactive. This will ensure that those positions are not included on the UCPATH Staffing Roster submitted to the Office of the President.

General Funds	19900, 19924
Fee Funds	20000, 20002
Other Funds	66122, 66125, 69087

05/13/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
05/20/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
05/27/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/03/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos Preliminary deadline for having Sub 00 rosters in balance.
06/10/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/17/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/20/24, Thursday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/24/24, Monday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/27/24, Thursday	Updated UCPATH Staffing Roster LACMP_20240701 snapshot will be available in Cognos
06/28/24 Friday	This is the last work day to process Sub 00 and Sub 01 permanent TOFs and make updates to the Budget Distribution page in UCPATH before the final Staffing Roster snapshot is taken. Please try to have your UCPATH Staffing Roster in balance by 5pm today. This is when the snapshot will be taken. You can continue to process perm TOFs until Sunday 6/30 at 5pm. At this point another snapshot will be taken. After 6/30 you will not have access to process permanent TOFs on Sub 00 and Sub 01.
07/01/24, Monday	Final July 1, 2023 UCPATH Staffing Roster snapshot will be available in Cognos Please be in touch directly with your APB Analyst Mo Kailani or Matt Sanchez if your final July 1, 2023 UCPATH Staffing Roster is out of balance.

Note that snapshots will be taken at 5pm on Friday to be available on Monday. The only exception is the final snapshot taken on Sunday 6/30 at 5pm. So if you make changes over the weekend, they won't appear until the next snapshot is taken.