Exercises:

- 9-Mon Late Hire
- 9-Mon LWOP
- 9-Mon Early Separation
- 9-Mo Late Hire & Lev Pay
- Lecturer Late Hire
- Lecturer Early Sep
- Lecturer LWOP

Revised April 14, 2009
March 24, 2009
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Exercise 1: Late Hire

11-13-08 Hired as 9-mon faculty

On Duty Date = 08-18-08

Days Missed:

08-18-08 to 08-31-08 = ______________ days

Sept = ______________ days

Oct = _____________ days

11-01-08 to 11-12-08 = ______________ days

Total Days Missed = ______________ days

Apply PSP formula:

______ total days missed / 270 =

_______ * 360 = ___________ or ___________ of unearned days

One Year Period:

11-13-08 to 11-12-09 less __________ unearned days

= ________________
Exercise 2: Early Separation

Separated COB 03-20-09

On Duty: 08-18-08

Days worked:

08-18-08 to 08-31-08 = __________ days
September 2008 = _____ days
October = _____ days
November = _____ days
December = _____ days
January = _____ days
February 2009 = _____ days
03-01-09 to 03-20-09 = _____ days

Total days worked = _______ days

______ days worked / 270 = _______ (% of acad yr worked)
______ * 360 = _______ or _______ days total days earned, including
days worked pls psp earned on days worked.

______ total days earned
less ______ days worked
less ______ advanced psp days = ______ more days to pay faculty
beyond COB date

= ____________________ last pay day
Exercise 3: LWOP

Goes on LWOP; how many more days (unearned during LWOP) should be deducted?

LWOP 10-27-08 to 12-08-08

Days missed:
October = _____ days
November = _____ days
December = _____ days

Total: _____ days LWOP

_____ days LWOP / 270 = _____ * 360 = _____ or _____ days missed

_____ days missed less _____ LWOP days = _____ additional days to deduct

LWOP – no prorata summer pay _________ to 07-31-09
Exercise 4: Exercise Late Hire and Level Pay

Lecturer to 9-month faculty position eff 02-23-09 and elects level pay
Start Date = 02-23-09
On Duty Date for Spring 2009 = January 5, 2009
Full Time Monthly Salary = 5,094.00

Days missed = ________ to ________
Jan = _____ days
Feb = _____ days
Total = _____ days missed

_____ / 135 = _____ * 180 = _____ = _____ days
so must deduct _____ days from a 6-month period:
________ to _______

less _______ days
= August = _____ days
July = _____ days
June = _____ days
Results in end date of ____________

Calculate Pay Due for period 02-23-09 to 06-17-09 =

Feb days worked = 5 / 20 total pay days = .25 * 5094 = 1273.50
March thru May = 5094 * 3 = 15,282
First half June = 5094 * .5 = 2547
Second half June = 2 / 22 * 5094 = 463.09
Total due him = 19,565.59

Level pay him eff _______ (appt period = ________ to ________) 10 pp total annual sal = $_________
Monthly salary will reflect as $_________
Exercise 5: Lecturer Late Hire

Example: 4 credits, $6,072.03/sem
Actual Start Date 10-05-08
Total class hours 90 hours / 115 hours

% of classes to teach:
_____/_____ = ______

total to be paid for classes to be taught:
_____ * $_______ = $_______

Spread out over remaining pay periods: _______ thru _________ = ___ pay periods

Select pay group _______

Compensation Panel:
Compensation Rate = _______
Comp Frequency = __________

PNF will reflect monthly rate of
___________________
Exercise 6: Lecturer Early Separation
Rev: April 14, 2009: pay beyond last paid day, not COB date

Example: 4 credits, $6,072.03/sem, $1,349.34 / mo
Last day of work: 10-17-08
Total class hours  12 classes / 31 classes

% of classes taught = _____ / _____  = _____

Total due lecturer for classes taught =
_____ * $_______ = $_______

Already paid: ____ months * ______ = _______

Outstanding: $______ - $______ = $ _______

Calculate how many days beyond last paid day

Number of pay days in October 2008 = 23

Daily Rate = $______ / 23 = $______

$______ / $______ = _______ days due beyond last paid day

New End date = October 16, 2008 + ______ = ________ (partial day pay _____)
Exercise 7: Lecturer LWOP

Example: 4 credits, $6,072.03/sem, $1,349.34 / mo
Lecturer LWOP 11-03-08 thru 11-04-08
Missed 1.25 hours out of 39.5 hours

% of semester missed = _____/ _____ = _____

Total amount lost due to LWOP =
_____ * $_______ = $______

Daily Rate =
Pay days in November 2008 = 20
$_______ / 20 = $_______

Days on LWOP = $_______ / $_______ = ________ days without pay

= LWOP 11-03-08
Return ___________ pay partial day of ____