Provost Business Office March 2012 Newsletter

Benefits for Newly Appointed Faculty Under Semesters

According to our Central HR Office, all newly-hired full-time AAUP faculty members will be eligible for medical coverage effective on the first day of their appointment – August 15, 2012, provided they have enrolled in the coverage.

The first payroll deduction for these medical benefits will be made from the September 28, 2012 paycheck. The first deduction will be for 1½ -times the regular payment in order to account for the August 15th coverage date.

We know you are in the process of making offers to new faculty members for the coming year and will keep you advised as more information about these processes becomes available.

Perm Budget Entries

All PERM budget entries are due to the Provost Office by **Tuesday, March 27th, 2012**. This will ensure enough time to get them all to OBM by their deadline of March 30th. Remember that no PERM budget entries are entered between April 1st and June 30th, 2012.

Record Retention items

If you still have old PAF forms: You have two choices, either destroy them or redact out references to social security numbers. Files on past employees: there is still no resolution from HR yet. We will keep you informed. Do not, at this time, send Central HR your files on past employees.

KRONOS is out…SAP Time Management is in!

This summer, the university is replacing the KRONOS timekeeping system with functionality currently available in our UC-Flex Human Resources suite of services. A Project Team has been formed and started meeting on a regular basis. The point-person from the Provost Office on this project is Rebecca Mills. In the coming days and weeks we will be seeking feedback and input from many of you. Please watch for meeting invitations to review and discuss in more detail.

Creation of the new Emeriti with Pay and Faculty Retiree with Pay Positions

We are currently working with Central HR on the creation of two new position types – Emeriti Eligible for Pay and Faculty Retiree Eligible for Pay. These new positions will be used when faculty members retire, and then come back to do some teaching on a part-time basis. We are working on an expedited workflow and other enhancements to make these hires more efficient. Details to follow.

New Faculty Wage Type

In conjunction with Government Cost Compliance and Sponsored Research we are developing a new Wage Type (0EXN) to be used when Faculty Members perform non-teaching and non-grant related activities during the academic break periods. Business Core Systems has already created the Wage Type, and we are finishing the draft policy on its' appropriate use. Watch for details coming soon.

Next BA meeting

The March BA meeting will be on **Tuesday March 20th, 2012 at 8:30am** in 220 Van Wormer due to the scheduling of the next Board of Trustees Meeting which is on Tuesday March 27th, 2012.

The April BA meeting will be on **Tuesday April 24th, 2012 at 8:30am** in 220 Van Wormer.

Next Board of Trustees Meeting

The next Board of Trustees Meeting will be on **Tuesday March 27th, 2012 at 8:30am** at the Russell C. Meyers Alumni Center.