

Non-Exempt Concurrent Employment Conversion Strategy

Notes:

- Conversion rules were written to eliminate any positions with \$1 hourly rate.
- Hall of Music staff are being converted with only one position at the lowest rate. Conversion logic is not quite right yet and needs refined.

Concurrent Appointments that Could be Eliminated

Dept 1655 - Firefighters: Firefighters in department 1655 currently hold two positions. The first position contains their FTE and normal pay. The second position has no FTE and reflects a higher rate for external duties. Both positions have the same position code.

We propose eliminating the second position. Time Administrators will be trained to record time worked on external events on a unique attendance code in CATS. The attendance code will calculate the external earnings.

Estimated #'s = 25 staff

Depts 1745 through 1774 - University Residence Food Services: Food service workers in the University Residence Halls frequently hold two positions. The first position is at 65% FTE with the normal hourly rate for first shift duties. The second position is at 35% FTE with an hourly rate that reflects the sporadic second or third shift duties. Both positions have the same position code and budget item number.

We propose eliminating the second position which reflects the sporadic second or third shift duties. We will need to modify the first position to reflect the combined FTE. Time Administrators will be trained to record time worked on 2nd or 3rd shift on a unique attendance code in CATS. The attendance code will calculate the shift earnings.

Estimated #'s = 100 staff

Dept 1191 - Farm Workers: Farm workers frequently hold two positions. The first position is at 75% FTE with the normal hourly rate for first shift duties. The second position is at 25% FTE with an hourly rate that reflects the sporadic second or third shift duties. Both positions have the same position code and budget item number.

We propose eliminating the second position which reflects the sporadic second or third shift duties. We will need to modify the first position to reflect the combined FTE. Time Administrators will be trained to record time worked on 2nd or 3rd shift on a unique attendance code in CATS. The attendance code will calculate the shift earnings.

Estimated #'s = 5

Dept 1588 - 1592, Continuing Education and Conferences Department: Business office staff in CEC frequently hold two positions. The first position contains their FTE and normal pay. The second position is a temporary position in a different department and allows hours to be charged to programs housed in departments other than the clerk's normal home department.

We propose eliminating the second position. Time Administrators will be trained to record time worked on events in CATS. The cost distribution process will allow Time Administrators to charge multiple cost elements in different organizational units.

Estimated #'s = 10

Dept 1790, Athletics: Tutors and Mentors in Athletics may hold two or more positions. Both positions are temporary positions and allow different rates to be paid depending upon the duties performed.

We propose eliminating the position with the highest hourly rate. Time Administrators will be trained to record time worked on events in CATS and use the rate override feature to pay the higher rate for the hours worked.

Estimated #'s = 30???

Department 1741, Hall of Music: Hall of Music hires staff to work at events as ushers, head ushers, etc. These staff are given multiple positions with 0.00 FTE and different rates of pay. The positions are used to reflect different rates, depending upon the duties performed.

Per our current conversion logic, we will eliminate all positions other than the lowest paid position. Time Administrators will be trained to record time worked on events in CATS and use the rate override feature to pay the higher rate for the hours worked.

Estimated #'s = 100

Dept 1249, Vet Medicine: Veterinary technicians hold multiple positions. The first position reflects their normal hourly rate and the second position reflects either an additional \$2 shift differential or a \$22 shift differential.

We propose eliminating the second position. Time Administrators will be trained to record time worked at the higher rate on a unique attendance code in CATS. The attendance code will calculate the additional earnings.

Estimated #'s = 45

Dept 1826, PUSH: Staff physicians and Nurses hold multiple positions. The first position reflects their normal salary while the second position reflects a different rate for additional duties. Physicians hold a \$55 rate while Nurses hold varying rates in the second position.

We propose eliminating the second position. Time Administrators will be trained to record time worked at the \$55 rate on a unique attendance code in CATS. The attendance code will calculate the additional earnings.

Estimated #'s = 10