

Temporary Staff Hours

001 Regular Pay

Hours must be recorded in Earnings and Hours area for temporary employees to be paid

002 Secondary Pay (dollar amount only)  
013 Secondary Pay (hours only)

Used for hours worked in excess of employee's regular hours whose appointment is less than 100%

003 Employee Consultant  
011 Overtime Pay @ 1.5  
015 Overtime @ straight time (PT)  
016 Overtime Security  
017 Overtime Clerical  
018 Overtime Maintenance  
019 Overtime Food Service

Shift Premium

051 @ .85  
052 @ .45  
053 @ .675  
054 @ .55  
055 @ .50  
056 @ .60  
057 @ .75  
058 @ .30  
059 @ .40

**CS & CP Shift Premium**

059 Afternoon @ .40  
055 Midnight or Swing (CP) @ .50  
056 OT Afternoon @ .60  
057 OT Midnight or Swing (CP) @ .75

**PT Shift Premium**

058 Afternoon @ .30  
059 Midnight @ .40  
052 OT Afternoon @ .45  
056 OT Midnight @ .60

**FM & PS Shift Premium**

052 Afternoon @ .45  
054 Midnight & Swing @ .55  
053 OT Afternoon @ .675  
051 OT Midnight @ .825

Student Payroll

401 Enrolled Student – Regular Pay  
402 Enrolled Student – Dollar Amt. Back Pay  
411 Enrolled Student – Overtime  
  
450 Federal College Work Study  
451 Federal College Work Study – Dollar Amt. Back Pay  
460 Michigan College Work Study  
461 Michigan College Work Study – Dollar Amt. Back Pay  
  
470 CO – Op Student  
  
480 Graduate Assistant Regular  
482 Graduate Assistant Federal Work Study  
483 Graduate Assistant Michigan Work Study  
490 Enrolled Mandatory Gratuities  
491 Enrolled Student Tips

Lost Time

700 Sick Pay  
701 Sick Personal Pay (Non-Faculty)  
702 Family Sick Pay  
703 Sick Bereavement Pay  
706 Sick Bank Pay Faculty  
707 Sick Bank Pay (Non-Faculty)  
720 Annual Leave (reduces annual leave accrual)  
725 Faculty Personal Days  
730 Holiday Pay and Seasonal Pay  
740 Bereavement Pay Immediate Family  
745 Unscheduled Shutdown  
750 Jury Duty  
770 Personal No Pay  
780 Working out of Class (FM dollar amt. only)  
UNB Union Business No Pay

Compensatory Time

800 Compensatory Time @ 1.5  
810 Compensatory Time @ 1.0  
850 Compensatory Time Used  
860 Compensatory Time Pay Up

Uniform Allowance

680 Uniform Allowance – AFSCME  
681 Uniform Allowance – P/Officers  
682 Uniform Allowance - Detectives