

Summer Research Additional Compensation
Decision Matrix

Scenario	Qualifier	Comments
June summer comp	All	Can be set up any time since there are no pay impacting actions prior to July 1. Use current compensation rate, pay period of June 1-June 30
July-September summer comp	Newly hired faculty July 1	The summer compensation position can be created and concurrent hire completed, but paypath actions cannot be processed until after July 1 when the job is active.
	Faculty member has no pending or approved merit/promotion July 1	The summer compensation position, concurrent hire, and paypath transactions can be completed. Use the current rank, step and compensation rate.
	Faculty member has a merit/promotion July 1 that has been approved.	The summer compensation position, concurrent hire, and paypath transactions can be completed. Use the July 1 approved rank, step and compensation rate.
	Faculty member has a merit/promotion July 1 that is pending (not yet approved)	If the summer compensation position and job are initiated prior to July 1, the merit/promotion will have to be manually applied to the position/job once approved by the department via PayPath. <i>Recommend that the department wait until after the merit/promotion has been approved to initiate hire/process summer compensation.</i>
Application of July 1 range adjustment <i>(when applicable)</i>	Entered into UCPath prior to range adjustment	Any summer compensation entered prior to the application of the range adjustment will have the range applied. If trying to pay an exact dollar amount, further adjustments to the FTE may be required post-range adjustment.
	Entered into UCPath after the range adjustment.	Input at the post-ranged compensation rate.
Originally set up for one month, now want to extend	Position/job is still active.	Enter a paypath action to change the expected end date. Follow with additional actions to apply other changes (FTE, funding) as necessary.
	Position/job is inactive, has been terminated.	Initiate rehire/reinstatement transactions. Follow up via PayPath with other changes (FTE, funding) as necessary.
Retroactive changes	Position/job is still active.	Enter corrections via PayPath or UCPC Case. Changes to pay rate will automatically pay via the Retro-module; FTE changes requires a Missed or OverPay ticket with BFS ServiceNow.
	Position/job is inactive, has been terminated.	A case must be submitted to UCPC to make changes to a terminated job.
	Retroactive hires AFTER the Summer Salary dates that need payment.	See Retro-Hire scenario in Action Steps tab.