

Bowling Green State University
BG@100 Action Item
ESC Submission: February 14, 2005

Identification Information:

<i>Reference Number</i>	HCM-A011
<i>Functional Area</i>	Provost & Sponsored Programs and Research (SPAR) Departments
<i>Title</i>	Faculty Overload Report
<i>ESC Submission</i>	2/10/2005
<i>ESC Decision Requested By</i>	2/28/2005

Issue Description:

The Provost and SPAR departments receive a monthly report showing all active Faculty members along with their Annual Salary, Overload Supplemental payments, and Annual Stipend Amount. It also shows the percentage of the total Stipend and Overload amounts to their Annual Salary. This report is used to identify those employees whose total is approaching 20% of their annual salary.

Background Information:

BGSU has a policy that states that Faculty can not receive Supplemental Overload and Stipend payments that the total exceeds 20% of their Annual Salary.

Alternatives:

Alternative #1: This cannot be created manually by the Provost or SPAR department because they do not have access to the data necessary to calculate these amounts.

Alternative #2: Develop a SQR program that produce a report similar to the current report that is distributed to the Provost and SPAR office.

The following table shows the pros and cons for the alternatives identified above.

#	Alternative	Pros	Cons	Notes
1	Discontinue tracking Faculty Overload payments.	<ul style="list-style-type: none"> No customization required. 	<ul style="list-style-type: none"> BGSU loses the ability to identify Faculty members that are violating the overload payment policy. Unlikely that Faculty member will voluntarily identify that they are violating the policy. 	

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The following table shows the pros and cons for the alternatives identified above.

#	Alternative	Pros	Cons	Notes
2	Develop SQR that duplicates the current report.	<ul style="list-style-type: none"> Provides accurate data. Report can be used proactively to identify Faculty approaching the 20% threshold along with those at or above the threshold. 	<ul style="list-style-type: none"> PeopleSoft software needs to be customized. 	

Costs - Alternative #1: None

Costs - Alternative #2:

Estimated Hours for Original Implementation	40 Hours	
Estimated Cost for Original Implementation	\$6,000	
Estimated Hours per Each Upgrade	5 Hours	
Estimated Cost per Each Upgrade	\$ 250	

Schedule Considerations:

Alternative #1 - No impact on the project go-live date.

Alternative #2 – Due to the fact that there are now three Affirmative Action reports we do not have to develop, this can be completed in time for the HCM Phase I go-live.

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Recommendation:

Alternative # 2

Provides the greatest accuracy of data and maintains responsibility for monitoring this data within the SPAR and Provost departments.

Recommendation Supported By:

Name	Project Role
Larry C. Smith	Functional Payroll Lead
Charlotte Petryshak	Project Director

ESC Decision:

Vote for Alternative #2.
Chris Dalton – For
Linda Dobb - For
Bahram Hatefi - For
Ron Lancaster - For
Bruce Petryshak - For

ESC Decision Date: 02-14-2005