

### Scenario 1: Moving Supplemental Pay from Primary Job to Secondary Job

**Today is Wednesday, 9/16/2015 and you want to move supplemental pay for Professor Blue from their primary job to a secondary appointment.**

Which ePar will be used for the changes?

What effective date/s should you use?

Can you enter both ePars at the same time?

Which ePar should be entered first?

What type of comp rate should be used for the Supplemental Pay?

What happens if the ePar to add the supplement to the secondary job executes prior to the September payroll lockout but the epar to remove the supplement from the primary job does not?

What happens if the ePar to remove the supplement from the primary job executes prior to the September payroll lock but the ePar to add the supplement to the secondary job does not?

## Scenario 2: Expected Job End Dates

**The Developmental Engineering department is hiring Jane Jones into an EPA appointment for one year effective 10/1/2015.**

Is Jane's Expected Job End Date 9/30/2016 or 10/1/2016?

If Jane is reappointed for one more year, what form should the department use?

What effective date should be entered on the form used to extend her end date?

What would be Jane's new Expected Job End Date?

When would the form to reappoint Jane need to execute by?

When would the form to extend an end date for an SPA Student or SPA Temporary need to execute by?

If Jane's appointment ends after one year, what would be the effective date of her termination?

When would the form to terminate Jane need to execute by to ensure she is not overpaid?