

July 23, 2007

SR 81942 PAR/ERS Earnings Data Over 100%.doc

**SR81942 Requirements**

**PAR/ERS Earnings Data Over 100%**

**Objective:**

This request is to remove the cap assigned to the derived percent calculated in PAR.

**Project Type:**

This is an enhancement to the current process.

**Requested by:**

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**Analyst:**

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**Due Date(s):**

Urgent

**Background:**

The Effort Reporting System (ERS) Interface program reads the sequential PAR and produces a file that is loaded into ERS. This flat-file contains earnings and fixed portions. The earnings portion includes data, such as the "Pay Period End Date," "Total Amount Paid," and "Earnings Derived Percentage." In the PAR, the Derived Percentage is capped at 100%. This cap prevents data in excess of 100% from being included in the ERS flat-file.

**Current Process:**

In most instances, a percentage in excess of 100% reported for an employee for a single pay period is in error. However, there are exceptions. Outside of the Academic year, faculty may perform research and teaching duties and receive payment for Summer Service that may be up to 3/9ths of an annual pay. The Summer Service percentage may exceed 100% for the months of July and August depending upon the service period and number of working days in a month. For example, August 2007 has 23 working days. Based upon the full service period of 57 days, the faculty member would be paid 121.05% for August Summer Service. The 121.05% would be capped at 100% in the PAR. Consequently, the ERS Interface program would read the earnings data as 100% derived percent instead of the actual 121.05%. This understatement of time would cause erroneous A-21 audit reporting.

**Proposed Process:**

The normalization cap of 100% should be removed from the Derived Percent calculation.

**Implementation Concerns:**

Campuses must be aware that all payment types that exceed 100% will be included in the ERS.