
9/12 PAY PLAN OPTION
Frequently Asked Questions

- Q. *How will employees know their Enrollment Agreement has been accepted?*
- A. Their annual contract will indicate term of employment as academic and the months in pay cycle will be twelve. Their Personnel Action Form (PAF) will confirm the change.
- Q. *Academic year employees have their benefit premium deductions increased for a portion of the year to pay for their benefits during the summer. What happens to their benefit premium deductions if they change to the 9/12 Pay Plan Option?*
- A. Benefit premium deductions will be distributed over twelve months.
- Q. *Can an employee return to the standard academic year payroll (the 9/9 Pay Plan)?*
- A. Yes, an employee may return to the academic year pay schedule effective the start of the next fiscal year. A **Return to 9/9 Pay Plan Form** must be completed and forwarded to Human Resources by the date listed at the bottom of the. If an employee returns to the academic year pay schedule, they will not receive pay from July 1 to the first academic paycheck, August 27, 2010.
- Q. *Will Supplemental Compensation be affected for an employee on the 9/12 Pay Plan Option?*
- A. No, employees will still be eligible to earn up to 1/3 of their salary as Supplemental Compensation. Supplemental Compensation monies may be received concurrently with salary payments during July and August.
- Q. *Is an academic employee on the 9/12 Pay Plan Option considered a fiscal employee?*
- A. No, the appointed contract will still indicate the appointment is academic and the Personnel Action Form will also confirm this. Provisions regarding vacation time, sick leave, etc. will not be affected.
- Q. *Is the 9/12 Pay Plan Option available to all academic year employees?*
- A. The 9/12 Pay Plan Option is available to all regular University academic year employees-faculty, administrators, professionals and classified staff. It is not available to individuals during their first year of employment, graduate students, adjunct, visiting and other temporary employees, or employees funded in temporary positions.
- Q. *Do I need to re-enroll in the 9/12 Pay Plan Option every year to continue in the pay plan.*
- A. No. You will remain enrolled in the 9/12 Pay Plan Option until you elect to withdraw from the plan.
- Q. *What happens if I decide to end employment at the end of the academic contract period?*
- A. You will receive a lump sum payout for the remainder of the payment agreement through 6/30. This payment will be made on the last pay date of the academic year.

Questions about or changes for tax annuities should be directed to your outside agent.