



Personnel Transaction Form

CALIFORNIA STATE UNIVERSITY, SACRAMENTO

1. Employee Action Additional/Concurrent Appointment Date 05/01/17

2. Empl ID xxxxxxx SSN (New hire only) _____ Date of Birth (New hire only) _____ Gender _____

3. Name Mr. Ms. Dr. Solo Han

4. Address _____
STREET CITY/STATE ZIP PHONE

5. Explanation or Remarks Faculty additional appointment (amount to be paid \$2250) - Include supporting documentation

6. Position Type New Funding Change Pool Position Change Replacement

A GENERAL INFORMATION

7. Old/Unchanged Info:	Pay Title	Department	Work Location	Campus	Zip
	Professor		CBA		6088
8. New Appointment/Info.	Faculty Additional appointment		CBA		6088

POSITION INFORMATION

Position 1	CMS Pos #	Dept ID	Job Code	Empl Rec	CBID	Eff Date	End Date	Grade	Step	Time Base	Salary	Mo/Hrly
9. Old/Unchanged Info.	0000xxxx	20200	2360	0	3		indef	5		1.0	\$9,393.00	
10. New Appointment/Info.												
11. New Position Fund Source	CMS Fund	MDS01	CMS Program					CMS Class				

12. Reports To		Supervisor Position #	Supervisor Name	Does Employee have Subordinate(s)
Supervisor-Subordinate Info				
12a Old/Unchanged Position		7480	Janet Hecsh	Yes
12b New Appointment Position				

Position 2	CMS Pos #	Dept ID	Job Code	Empl Rec	CBID	Eff Date	End Date	Grade	Step	Time Base	Salary	Mo/Hrly
13. Old/Unchanged Info.												
14. New Appointment/Info.	0000xxxx	20200	2403	1		12/01/16	12/31/16			0.25	\$2,250.00	
15. New Position Fund Source	CMS Fund		CMS Program					CMS Class				

16. Reports To		Supervisor Position #	Supervisor Name	Does Employee have Subordinate(s)
Supervisor-Subordinate Info				
16a Old/Unchanged Position		7480	Janet Hecsh	Yes
16b New Appointment Position				

B DEPARTMENT

17. Base Pay \$9,000.00

18. License and/or Certificate (attach if required) _____

19. Last Day Physically Worked _____

C BUDGET / HUMAN RESOURCES USE ONLY

20. Empl History Remarks: _____

21. PPT Processing Comment: _____

22. MPP Job Fct/Fam/Rpt Code _____

23. Key Position _____

24. Payroll Return Date _____

25. Probation Code _____

26. Probation Ending Date _____

27. Sabbatical Elig Date _____

28. Difference in Pay Eligibility Date _____

29. Salary Anniv Date _____

30. FERP Elig End Date _____

31. Final MSA Date _____

32. Incumbent Updated _____

33. Action/Reason Code _____

34. SSI Counter _____

35. Recruit Location Code _____

36. Recruit Request # _____

HR USE ONLY: Review			
<input type="checkbox"/> C/C	<input type="checkbox"/> ES	DATE	INITIALS
Date to Payroll: _____			

D APPROVAL SIGNATURES

DEPARTMENT	DATE	HUMAN RESOURCES	DATE
DEAN'S OFFICE / PROGRAM CENTER	DATE	BUDGET	DATE
VICE PRESIDENT	DATE		

Additional Appointment calculator_Job Code 2403

Base salary from 2403 salary scale

Time Base (Use Faculty Time Base Fractions)

Adjusted Monthly Salary

Number of work days in the month (enter 21 or 22)

Day rate

Enter the number of days working

Total Compensation

Payroll calendar link: http://www.csus.edu/hr/docs/payroll_docs/current_payroll_calendar.pdf

2403 salary schedule link: <http://www.calstate.edu/HRAAdm/SalarySchedule/SalaryGrid.aspx?S1=1&F1=2403>