



POLICY STATEMENT 43 ADDITIONAL COMPENSATION LIMITATIONS FOR ACADEMIC AND ADMINISTRATIVE/PROFESSIONAL EMPLOYEES & COMPUTATION OF SUMMER SALARY RATES FOR ACADEMIC EMPLOYEES

POLICY DIGEST

Monitoring Unit: E o g X h O] m i o l [] J X h X `] g] h n
Initially Issued: May 16, 1995

I. PURPOSE

To specify the policies governing additional compensation allowable for academic and administrative/professional [unclassified] employees and computation of summer salary rates for faculty appointed on a regular academic year pay basis.

II. DEFINITIONS

Additional Compensation: extra compensation for services rendered and paid from an LSU source above the employee's base salary. Additional compensation is earned for performing work outside the scope of the employee's normal duties as reflected on his/her position description form.

Total Allowable Compensation: total amount of compensation which can be earned by an employee from LSU sources between July 1 and June 30 of any fiscal year.

Supplements from object code 1090 and royalties are not included as compensation.

Summer Salary: salary paid between two academic years to a faculty member appointed on a regular academic year basis. Amounts earned during the summer are counted as earnings against the additional compensation limit.

III. GENERAL POLICY

Occasionally, academic and administrative/professional employees are asked to assume responsibility for additional duties unrelated to, or independent of, their normal work.

When such assignments are clearly not a part of the employee's normal assignment, additional compensation may be permitted. A request must be approved prior to the beginning of the additional compensation assignment. It is the employee's responsibility to monitor his/her individual allowable compensation limit (see Additional Compensation Limitations below) and not to exceed the limit.

Typically, additional compensation outside the summer period is earned from departments other than the home department. Additional compensation work may include instruction, research, or public service activities which are generally short term in nature.

useful in further understanding PS43.

1050 - supplement associated with specific administrative duties (e.g. department chair) 1060 - additional compensation including summer salary [except for Continuing Education]

1070 - special object code used for classified employees who perform additional compensation work not related to their regular job [this category is rarely used -consult the Compensation Section of HRM prior to activity/use]

1090 - supplement to salary usually paid from private funds for which no retirement contributions are payable (e.g. Designated Chair)

1110 base salary for academic and administrative/professional employees 1280 -additional compensation earned through Continuing Education