

Faculty Change Information

First Name		Middle Initial	
Last Name			
Employee ID		Effective Date	
Employee Record Number		Department	
Requested By		Approved By	
Backup Documentation		Change Made By	
Action:		Reason:	
Leave of Absence - Unpaid		Medical (MED)	
Expected Return Date		Military Service (MIL)	
		Personal (PER)	
		Professional (PRO)	
Pay Rate Change		Equity Adjustment (EQU)	
New Comp Rate			
		Temp Faculty Range Elevation (FRE)	
New Grade		New Comp Rate	
		General Salary Increase (GSI)	
New Comp Rate			
		Market Adjustment (MKT)	
New Comp Rate			
New FTE (Time Base)		Partial Leave - Professional (PLF)	
		Expected Return Date	
New FTE (Time Base)		Partial Leave - Family Medical (PLM)	
		Expected Return Date	
New FTE (Time Base)		Partial Leave - Personal (PLP)	
		Expected Return Date	
New FTE (Time Base)		PreRetirement Reduct in TimeBase (PRT)	
New FTE (Time Base)		Return From Partial Leave (RPL)	
New Comp Rate		Service Salary Increase (SSI)	
		Update Faculty SSI Remaining	
New FTE (Time Base)	0 / 15 0 WTUs	Time Base Change (TBC)	x
Comments:			