

# One Time Pay Equity Supplement

**Michael Duran**

Chief HR Operations Officer,  
Human Resources Division



# Regent's Approval

October 11, 2011 - UNM Regent's approved a one-time pay equity supplement of \$950 for regular faculty and staff who make less than \$50,000.

# Pay Equity Supplement Eligibility

- Regular Faculty and Staff
- Annualized salary less than \$50,000
- Prorated based on an employee's appointment %
- Continuous employment since January 1, 2010
- Eligibility will be determined on November 18, 2011
- Employee must be active on last pay period in December 2011
- Annualized salary plus supplement cannot exceed \$49,999

# Pay Equity Supplement Ineligibility

## INELIGIBILITY

- Hire date after January 1, 2010
- Break in Service after January 1, 2010
  - Layoff is exempted if employee is rehired by November 18, 2011
- Not in a regular status at any time after January 1, 2010
- Not in an active status on last pay period of December 2011

# Pay Equity Supplement Funding

- Main Campus I&G Undesignated Fund Balance will be funding:
  - HSC indices with a fund code of 3U0044
  - Main Campus I&G Indices with a fund code of 2U0224
  - Non-I&G IT indices funded by pooled revenues with a fund code of 2U0275 and 2U0276
  - Branch I&G indices with a fund code of 4U0006, 5U0011, 6U0012, and 7U0006
  - Funds will be distributed to each level 3 organization and each level 3 organization will be responsible to distribute the funding to the appropriate departmental index

# Pay Equity Supplement – Other Funding

- Regarding one-time supplemental pay for individuals from all other non-I&G indices, each organization is responsible to fund the payment from their own existing revenue sources
- Pay Equity Supplements will be charged to labor distributions on employee jobs
- If labor distributions contain a restricted Contract or Grant that has ended, that portion of the pay supplement will be redirected to departmental defined over expenditure index

# Pay Equity Supplement–Other Issues

## W4 Considerations

- Pay Supplement will be processed on December 22, 2011 paycheck
- Sick Leave Sale will be processed on December 22, 2011 paycheck
- Employees can make changes to their W4 tax exemptions through LoboWeb Self Service to avoid excess federal and state taxes.

Note: Deadline for changes is December 15.

## Employees on Unpaid Leave

- Pay Supplement may be used to pay Outstanding balances at Bursar's

## Unions

- CWA, and POA have negotiated the same conditions of pay supplement
- USUNM status is currently pending completion of negotiations

# Pay Equity Supplement-Payment

- Pay Equity Supplement will be paid on December 22, 2011 paycheck
- Pay Equity Supplement is subject to all applicable taxes & deductions
- Pay Equity Supplement will appear on paystub as a separate amount

# Questions?

Questions on Pay Equity Supplement?

Please contact:

HR/PR Support: [HRPR@unm.edu](mailto:HRPR@unm.edu)

(505) 277-6947 (MYHR)

(505) 277-4777 (HRPR)

FAQ's:

<http://hr.unm.edu/docs/compensation/one-time-equity-pay-supplement-faqs.pdf>