

PS9007 – Earnings Table

Required table. Maintained principally by the system manager. College users can change the following fields:

- Hr Rate Calc (Hourly Rate Calculation)
- Health Priority (Earnings Type Health Insurance Priority)
- Short Title (Earnings Type Short Title)
- Fina Aid Prog (Financial Aid Program Code)
- Earn Stat (Earnings Type Status)

Use this screen to view and change information for the types of earnings that employees can be paid. Each earnings type is defined by various attributes including the gross income balances to be affected, the earnings calculation processes to be used, the hour and dollar balances associated with it, and other related information.

Protected functions on this table are A (Add) and D (Delete). To request that an earnings type code be added or deleted, complete an Earnings Table (PS9007) Update Form (see Appendix D of the PPMS Control Tables manual for sample request forms).

For a complete listing of earnings type codes and the related information for each, run DataExpress procedure PS9007R (from the Inform group and PLIB account).

User Functions and Key Fields

FUNC	C (Change); I (Inquire)
KEY1	Enter an Earnings Type Code
KEY2	Leave blank
KEY3	Leave blank

Data Field List

Earnings Type (Key1)	Category (display only)
Earnings Type Title	Hours Type (display only)
Gross Indicators:	Prelim Calc (Earnings Type Preliminary Process Routine) (display only)
Total (display only)	Calc Process (display only)
Fed Tax (display only)	Post Calc (Earnings Type Post Process Routine) (display only)
St Tax (display only)	Calc Factor (display only)
OASI (display only)	Hr Rate Calc (required)
Retire1 (display only)	Rvsn Date (display only)
Retire 2 (display only)	Hour Balances (display only)
TIAA-CREF (display only)	(Hour Balance Title) (display only)
Supp Retire (display only)	Dollar Balances (display only)
Deferred Comp (display only)	(Dollar Balance Title) (display only)

Med Aid (display only)	Health Pri (required)
Spcl Fed Tax (display only)	Short Title
Insurance Ind (display only)	Fin Aid Program
Productive Ind (display only)	Earn Stat (required)

Earnings Type (EARN-TYP)

Definition	Key1 field. A code defined by the system identifying a type of earnings being paid to employees, for example, HOL (holiday), HRY (hourly), REG (regular pay - salaried)
Length	3 characters
Value	For a complete listing of earnings type codes and the related information for each, run DataExpress procedure PS9007R (from the Inform group and PLIB account).

Earnings Type Title (EARN-TYP-TITLE)

Definition	The descriptive title of an earnings type.
Length	26 characters

Total Gross Indicator (TOT-GROSS-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the total gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Federal Withholding Tax Gross Indicator (FED-GROSS-IND)

Definition	Display only. A code indicating the effect that an earnings type has on federal withholding tax gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross). If the Special Federal Withholding Tax Indicator is + (add to gross) or - (subtract from gross), the Federal Withholding Tax Gross Indicator must be N (no effect on

	gross).
--	---------

State Taxable Gross Indicator (ST-TAX-GROSS-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the state taxable gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

OASI Taxable Gross Indicator (OASI-GROSS-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the OASI withholding tax gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Retirement Gross Indicator for Retire Plan 1 (RETIRE-IND-1)

Definition	Display only. A code indicating the effect that an earnings type has on the retirement gross for retirement plan 1's. The plans are identified on the Institution Parameter Table (PS9001) by parameters 210-212 (Retirement Plans, Group 1).
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Retirement Gross Indicator for Retire Plan 2 (RETIRE-IND-2)

Definition	Display only. A code indicating the effect that an earnings type has on the retirement gross for retirement plan 2's. The plans are identified on the Institution Parameter Table (PS9001) by parameters 213-215 (Retirement Plans, Group 2)
-------------------	--

Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Retirement Gross Indicator for Retire Plan 3 (RETIRE-IND-3)

Definition	Display only. A code indicating the effect that an earnings type has on the retirement gross for retirement plan 3's (TIAA-CREF). The plans are identified on the Institution Parameter Table (PS9001) by parameters 216-218 (Retirement Plans, Group 3).
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Supplemental Retirement Gross Indicator (SUPP-RETIRE-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the supplemental retirement gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Deferred Compensation Gross Indicator (DFR-GROSS-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the deferred compensation gross.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross).

	If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).
--	--

Medical Aid Indicator (MEDAID-IND)

Definition	Display only. A code indicating the effect that the hours associated with an earnings type have on medical aid hours.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - (subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross).

Special Federal Withholding Tax Indicator (FED-SPCL-IND)

Definition	Display only. A code indicating the effect that an earnings type has on the special federal withholding tax gross. The special federal withholding tax gross is used by PPMS to compute a fixed percentage rate for the federal withholding tax deduction, for example, 20% of gross. The fixed percentage at which tax is withheld is identified on the Institution Parameter Table (PS9001) by parameter 405 (Federal Tax Flat Percent). The special federal withholding tax gross is added to the dollar balance for the federal withholding tax gross after tax deductions are calculated.
Values	Defined by SBCTC-ITD as follows: + Add the earnings to the gross - Subtract the earnings from the gross N Earnings have no effect on the gross
Edits	Indicator cannot be a combination of + (add to gross) and - subtract from gross). If Total Gross Indicator is N (no effect on gross), no other gross indicator can be - (subtract from gross). If the Federal Withholding Tax Gross Indicator is + (add to gross) or - (subtract from gross), the Special Federal Withholding Tax Indicator must be N (no effect on gross).

Earnings Insurance Indicator (EARN-INSUR-IND)

Definition	Display only. A code indicating whether earnings associated with this earnings type are to be included in the insurance salary base.
Values	Defined by SBCTC-ITD as follows: N No, do not include earnings in the insurance salary base. Y Yes, include the earnings in the insurance earnings base.

Productivity Indicator (PROD-IND)

Definition	Display only. A code indicating the kind of time that the earnings type represents.
Values	Defined by SBCTC-ITD as follows: N Nonproductive time P Productive time X Neither

Earnings Type Category (EARN-TYP-CAT)

Definition	Display only. A code identifying the type of payment associated with an earnings type.
Values	Defined by SBCTC-ITD as follows: A Additional pay D Differential (for example, shift differential) L Leave without pay N Normal or regular payment P Perquisite or payment in kind S Sick leave buyout V Vacation leave buyout

Earnings Hours Type (EARN-HR-TYP)

Definition	Display only. A code identifying the type of hours associated with an earnings type.
Values	Defined by SBCTC-ITD as follows: N Nonworked hours (used for shift hours and for any earnings type used to pay for non-additional hours) O Overtime hours (used for time and a half and for double time) R Regular hours (used for leave-without-pay hours and all regular types of pay) V Volunteer

Earnings Type Preliminary Process Routine (EARN-PRELIM)

Definition	Not currently used. Display only. A code defined by the system identifying when a preliminary process routine should be performed prior to the compensation calculation for an earnings type.
-------------------	---

Earnings Type Calculation Process (CALC-PROCESS)

Definition	Display only. A code identifying the formula that PPMS uses to calculate the amount of compensation for an earnings type.
Values	Defined by SBCTC-ITD as follows: 01 Rate multiplied by time 02 Rate multiplied by time multiplied by factor 03 Amount added to gross

Earnings Type Post Process Routine (EARN-POST)

Definition	Display only. A code identifying the account subobject to be used for an earnings type when payroll processing is run.
Values	Defined by SBCTC-ITD as follows: <ul style="list-style-type: none">01 Set account subobject to Overtime Subobject, parameter 321 (Overtime Subobject) on the Institutional Parameter Table (PS9001).02 Set account subobject to Sick Leave Payoff Subobject, parameter 320 (Sick Payoff Subobject) on the Institutional Parameter Table (PS9001).03 Set account subobject to Vacation Payoff Subobject, parameter 319 (Vacation Payoff Subobject) on the Institutional Parameter Table (PS9001).

Earnings Type Calculation Factor (CALC-FACTOR)

Definition	Display only. The arithmetical factor that PPMS uses to calculate compensation for an earnings type when the value in the Calc Process (Earnings Type Calculation Process) field is 02 (rate multiplied by time multiplied by factor).
Length	8 characters, including three-decimal places
Format	99999.999

Hourly Rate Calculation (HR-RATE-CALC)

Definition	Entry required. A code identifying whether to use actual pay period hours or standardized pay period hours when calculating hourly rate for an earnings type.
Values	Defined by SBCTC-ITD as follows: <ul style="list-style-type: none">A Actual pay period hours, which are derived by multiplying the number of work days per calendar month by the standard hours per day. Standard Hours Per Day (parameter 1100) and Standard Work Week (parameter 1101) are defined on the Institutional Parameters Table (PS9001).S Standardized hours for a pay period, which are identified by the Standard Pay Period Hours field on the Pay Frequency Table (PS9013), using the standard pay period hours for the pay frequency cycle.

Revision Date (RVSNDAY, RVSNDAY, RVSNDAY)

Definition	Display only. A date generated by the system identifying when the last change was made to this table.
-------------------	---

Earnings Type Hour Balances (EARN-HR-BAL)

Definition	<p>Display only. A code identifying the hour balances to be updated when this earnings type is paid. You can assign multiple hour balances to an earnings type.</p> <p>Note: Do not use an Hour Balances field to enter medical aid hour balances; these hour balances are controlled by the Medical Aid Indicator.</p>
Values	<p>Defined by SBCTC-ITD on the Hour Balance Table (PS9034) as follows:</p> <ul style="list-style-type: none"> 1 Regular Hours YTD 2 Overtime Hours YTD 3 Overtime Hours FTD 4 Medical Aid Hours QTD 5 Medical Aid Hours MTD 6 Leave Without Pay Hours ETD 7 Work Study Hours FTD 8 Work Study Hours MTD 9 Retirement Hours MTD 10 Volunteer Hours FTD 11 Volunteer Hours QTD 12 Volunteer Hours MTD 13 Total Hours Worked QTD 14 Sick Leave Hours QTD 15 Compensatory Hours Paid QTD 16 Leave Without Pay Adjustment Balance 17 Instruction Hours ETD
Edits	<p>The hour balances code must exist on the Hour Balance Table (PS9034).</p>

Hour Balance Title (HR-BAL-TITLE)

Definition	<p>Display only. The descriptive title of an hour balance code taken from the Hour Balance Table (PS9034).</p>
Length	<p>20 characters</p>

Earnings Type Dollar Balance (EARN-DOLLAR-BAL)

Definition	Display only. A code identifying the dollar balances to be updated when this earnings type is paid. You can assign multiple dollar balances to an earnings type. Note: Do not use a Dollar Balances field to enter gross dollar balances; these dollar balances are controlled by the following Gross Indicators: Total Gross Indicator Federal Withholding Tax Gross Indicator State Taxable Gross Indicator OASI Taxable Gross Indicator Retirement Gross Indicator for Retire Plan 1 Retirement Gross Indicator for Retire Plan 2 Retirement Gross Indicator for Retire Plan 3 Supplemental Retirement Gross Indicator Deferred Compensation Gross Indicator Special Federal Withholding Tax Indicator
Values	Defined by SBCTC-ITD on the Dollar Balance Table (PS9029).
Edits	The dollar balances code must exist on the Dollar Balance Table (PS9029).

Dollar Balance Title (DOLLAR-TITLE)

Definition	Display only. The descriptive title of a dollar balance code taken from the Dollar Balance Table (PS9029).
Length	20 characters

Earnings Type Health Insurance Priority (HEALTH-PRI)

Definition	Entry required. A code used to prioritize earnings types for the proration of health insurance costs. Health insurance costs are charged to the earning types with the highest priorities (lowest numeric values).
Length	1 digit
Values	Valid codes are 1 through 9

Earnings Type Short Title (EARN-TYP-SHORT)

Definition	An abbreviated title defined by colleges for an earnings type that is used for printing on pay stubs. The long title for an earnings type is in the Earnings Type Title field.
Length	10 characters

Financial Aid Program (FA-PRG)

Definition	A code identifying a financial aid program (in FMS) that is to be updated with hours and dollars from payroll records.
Length	3 characters
Values	Codes 1-50 are defined by SBCTC-ITD. Codes 51 and greater are defined by colleges.
Edits	The financial aid program code must exist on the Financial Aid Program Code Table

(BM1002).

Earnings Type Status (EARN-STAT)

Definition	<p>Entry required. A code indicating whether an earnings type is active or inactive at your college.</p> <p>If the Earning Type Status entry is I (inactive), the earnings type cannot be entered on PPMS employee or payroll screens.</p> <p>When running DataExpress PS9007R (Earnings Table listing) if EARN-STAT is A (active), then inactive earnings types will not be printed on the report.</p>
Values	<p>Defined by SBCTC-ITD as follows:</p> <p>A Active I Inactive</p>