



Business *briefs*

○ CLAS | ○ MARCH | ○ 2021

Important Dates:

- 3/25** Payroll cutoff – please submit forms (i.e., Phased Retirement, Renewal of 0% Adjuncts, and Terminations) three days prior to cut-off. Termination forms can be entered as soon as the last working day is known
- 3/31** Last FY20 UICA divestment deadline (funds available May 1st)

PROCESSING FORMS

Please submit forms for any faculty whose % times were changed throughout the year; this includes forms to return them to their original appointment percentage for the FY2022 fiscal year. As part of the budget template, please verify the faculty member's percent time reflects the anticipated FY2022 appointment. If not, make sure to include any adjustment to your budget file request.



Reconciling Accounts

We have started following up with departments who have a large number of unreconciled accounts (TDR's). Please review your Dashboard within the EFR to determine if your department has unreconciled accounts. All TDR's must be reviewed and reconciled monthly.

Summer Compensation Policy

The summer compensation policy has been posted to the CLAS Policy website. This is the current policy and no changes have been made. The CLAS Policy website may be found both on the CLAS homepage as a tab at the top, and on the CLAS Finance page <https://clas.uiowa.edu/finance/data-sources>.

Center for Advancement Funds

Please review your accounts quarterly to assess whether transfers are necessary. As we approach the final quarter, please make sure sufficient cash balances are available and divest only if necessary. Center for Advancement funds must be divested by March 31 if cash is needed for this fiscal year. Divestments should be sent to Natasha Houselog or Barbara Steffen, 500 LCUA via campus mail.

2021-2022 Graduate Assistant

All GA's need to be registered by June 1st if they have a fall 2021 appointment. The current tuition fee table can be found at: <https://www.maui.uiowa.edu/maui/pub/tuition/rates.page>. Be sure you select the appropriate semester and college (select Graduate College and CLAS for the Curricular College from the drop down list for graduate TA and RA). The current table does not include any proposed tuition increases for AY 2022. Rates for Fall 2021 have not yet been determined by the Board of Regents.

TA OFFERS



TA offers must be reviewed and signed by the department's DEO, Associate Director/Chair for Graduate Studies, DGS, or, where applicable, a Division Director. If you have any questions, please contact Christine Getz (christine-getz@uiowa.edu).

FY2022 Approved Fringe Rates

Rate Pool	Fringe Benefit Pool Rate
Clinical Faculty	21.20%
Non-Clinical Faculty	29.40%
Professional & Scientific (includes Merit Exempt)	37.70%
SEIU	40.00%
Merit	51.50%
House Staff	24.50%
Graduate Assistants	20.10%
Fellowships	13.70%
Post Docs	20.10%
Temporary	11.40%
Bi-Weekly Students	6.50%
Miscellaneous & Extra Compensation	4.90%

Contacts:

Erin Herting – 384-0559 (Financial oversight & budgeting)
Jeff Donoghue – 335-2605 (Staff & Visitor Budget)
Kristen Wolf – 335-2616 (Startup & RA budget, Renovation/Instructional Equipment)
Kristina Swanson – 335-0459 (TA Budget)
Beth Mellinger – 353-2190 (General Expense Budget & Computer Replacement)
Rachel Vrchoticky – 467-0104 (Student Technology Fees)
Ryan Kirkey – 384-3489 (Faculty Budget)
Sherry Roe – 335-1449 (Old Gold Budget, First Year Seminar, Faculty Recruitment, Book & Music Subvention, Workflow & Security/System)

THE KEY IS NOT TO PRIORITIZE WHAT'S ON YOUR SCHEDULE, BUT TO SCHEDULE YOUR PRIORITIES.

- Stephen Covey