

Public School Code of 1949

Volume I

Compiled by: University Budget Office 308 Old Main University Park, PA 16802 December 2019

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TAB A

Introduction

THE PENNSYLVANIA STATE UNIVERSITY Public School Code of 1949 December 2019

Public School Code of 1949, requires that Penn State submit a report within 180 days of the close of the university's current fiscal year. The 2018-19 fiscal year closed on June 30, 2019. Therefore, this report is submitted in compliance with the above mentioned House Bill, which specified that the University provide the following:

- (A1) Revenue and expenditure budgets of the university's academic and administrative support units for the current fiscal year.
- (A2) The actual revenue and expenditures for the prior year in the same format as the information reported above.
- (A3) For any defined project or program which is the subject of a specific line item appropriation from the General Fund, the university shall disclose the following:
- (A3i) Revenue and expenditure budgets of the defined program or project for the current fiscal year.
- (A3ii) The actual revenue and expenditures of the defined program or project for the prior year in the same format as the information reported under paragraph a1.
- (A4) The revenue and expenditures of any auxiliary enterprise which is directly funded in whole or in part by tuition or a state appropriation for the current year.
- (B1) The number of employees by academic rank and by classification the number of administrators, staff, clerical and technical service employees.
- (B2) Median and mean salary by academic rank and by classification the median and mean salaries of administrators, staff, clerical and technical service employees.
- (B3) Nonsalary compensation as a percentage of salary. Nonsalary compensation shall include, but not be limited to, medical benefits, life insurance benefits, pension benefits, leave benefits, employer Social Security payments and workers' compensation benefits.
- (B4) A statement of the University's retirement policies.
- (B5) A policy statement relating to a reduction of tuition for employees' family members.

- (B6) A list of purchase of service contracts which exceed \$1,000 by category of service, including, but not limited to, legal, instructional, management, accounting, architecture, public relations and maintenance. The list shall contain the name and address of the contractor, a statement of the nature of the duties of the contractor and the academic and administrative support unit for which the duties are performed.
- (B7) A list of purchase of goods contracts which exceed \$1,000. The list shall contain the name and address of the contractor and a list of the goods purchased and the academic or administrative support unit for which such goods were contracted.
- (B8) A list by academic or administrative support unit in the aggregate, of the expense of travel, subsistence and lodging, whether provided or reimbursed.

Penn State is submitting the required information in three volumes, as follows:

Volume I:

1. Operating Budget –2019-20

Budgeted expenditures and income are shown for fiscal years 2019-20. This information represents budgeted expenditures and income as of July 1 of each fiscal year. The data are shown at the departmental level for each academic and administrative unit.

2. Employee Headcount and Salary Data

The number of full-time employees (headcount) and the average salaries are shown for each academic or administrative unit for fall 2018 (as of September 30, 2018). Included are average salaries for faculty by professorial rank, and for administrators and staff.

3. Non-Salary Compensation

Total employee benefits available to university personnel are shown as a percentage of salaries. A *Summary of Benefits for Regular Full-Time Faculty and Staff Members* and a summary of paid and unpaid leave policies is also included in this section.

4. University Retirement Policies

The retirement systems available to Penn State employees are described.

5. Tuition Grant-in-Aid

Included in this section are the University's policies on tuition grant-in-aid for employees and their family members.

6. 2018-19 Travel Expenditures

Total 2018-19 travel expenditures by fund type are shown. In addition, since travel is included as a separate object code, actual travel expenditures by department are available in the 2018-19 Actual Operating Expenditures section of this document.

Volume II:

Actual Operating Expenditures -2018-19

Actual expenditures and income (year-end data as of June 30) for fiscal year 2018-19 are shown at the departmental level for each academic and administrative unit. Expenditure detail is shown for academic salaries, support salaries, wages, departmental operating funds (allotment), and allocated employee benefits. Departmental allotment expenditures are further broken out by object code.

Volume III:

Goods and Services Expenditures

Volume III contains a list of all contracts exceeding \$1,000 for each vendor by academic or administrative support unit for 2018-19. By agreement with the Joint State Government Commission, goods and services are integrated into one response.

TAB B

Summary Schedules

The Pennsylvania State University Total University General Funds Operating Revenues And Expenditures Summary 2018-2019

2018-2019

Category	Amount	Percentage of Grand Total
Operating Revenues: Instructional:** Tuition and Fees State Appropriations Departmental Income Other Operating Income	1,859,955,729 290,835,000 359,223,350 145,715,901) 11.0% *) 13.5%
Sub-Total	2,655,729,980	
Grand Total Revenues	2,655,729,980	0 100.0%
Operating Expenditures: Instructional:** Total Salaries and Wages Employee Benefits*** Travel Other Operating Expenditures Sub-Total	1,223,057,459 447,109,246 36,567,805 919,258,770 2,625,993,280	6 17.0% 6 1.4% 9 35.0%
Grand Total Expenditures:	2,625,993,280	100.0%

Excludes Medical Appropriations provided to the M. S. Hershey Medical Center through the PA Department of Public Welfare.. *

Includes College of Medicine, excludes Pennsylvania College of Technology Employee benefits billed and allocated to units **

The Pennsylvania State University Total University General Funds Operating Expenditures By Academic/Administrative Unit 2018-2019

						Employee	Travel:
						Benefits:	Percentage of
				Other	Total	Percentage	Total
	Total Salaries	Employee		Operating	Operating	of Salaries	Operating
Academic/administrative unit	and Wages	Benefits a	Travel	Expense	Expense	and Wages.	Expense
University Park Colleges							
Agricultural Sciences	48,851,853	24,104,753 b	1,595,524	14,103,007	88,655,137	49.3% b	1.8%
Arts & Architecture	28,570,906	9,972,431	727,144	7,524,126	46,794,607	34.9%	1.6%
Business - Smeal College	43,729,168	15,939,027	1,330,987	8,376,172	69,375,354	36.4%	1.9%
Communications	10,601,418	3,757,688	453,794	2,174,245	16,987,145	35.4%	2.7%
Earth & Mineral Sciences	29,128,590	10,133,820	636,730	6,910,447	46,809,587	34.8%	1.4%
Education	21,073,915	7,284,614	664,225	8,821,915	37,844,669	34.6%	1.8%
Engineering	74,000,791	25,073,071	1,666,442	20,773,663	121,513,967	33.9%	1.4%
Health & Human Development	34,000,405	11,755,392	1,052,758	6,906,856	53,715,411	34.6%	2.0%
Information Sciences & Technology	12,683,831	4,276,231	228,558	3,710,037	20,898,657	33.7%	1.1%
International Affairs - School	2,060,576	785,649	113,691	1,116,390	4,076,306	38.1%	2.8%
Liberal Arts	97,944,360	33,035,392	3,113,388	14,753,023	148,846,163	33.7%	2.1%
Nursing	5,993,159	2,166,833	202,598	1,350,933	9,713,523	36.2%	2.1%
Science - Eberly College	68,305,527	22,675,054	1,644,873	19,464,013	112,089,467	33.2%	1.5%
Total University Park Colleges	476,944,499	170,959,955	13,430,712	115,984,827	777,319,993	35.8%	1.7%
Academic Support Units							
Global Programs - Univ Office	4,804,418	1,803,689	247,870	960,868	7,816,845	37.5%	3.2%
Graduate School	4,942,252	1,432,840	140,924	13,742,858	20,258,874	29.0%	0.7%
Enterprise Information Tech	40,793,942	15,139,128	756,190	41,215,723	97,904,983	37.1%	0.8%
Research	45,089,526	16,502,644	1,217,784	23,356,643	86,166,597	36.6%	1.4%
Schreyer Honors College	1,535,144	571,049	17,207	4,061,377	6,184,777	37.2%	0.3%
Undergraduate Education	19,985,079	7,010,473	869,659	67,246,361	95,111,572	35.1%	0.9%
University Libraries	25,085,118	9,086,431	542,346	24,105,838	58,819,733	36.2%	0.9%
University Outreach	66,176,194	23,094,465	1,627,210	62,205,209	153,103,078	34.9%	1.1%
Total Academic Support Units	208,411,673	74,640,719	5,419,190	236,894,877	525,366,459	35.8%	1.0%

The Pennsylvania State University Total University General Funds Operating Expenditures By Academic/Administrative Unit 2018-2019

	Total Salaries	Employee		Other Operating	Total Operating	Employee Benefits: Percentage of Salaries	Travel: Percentage of Total Operating
Academic/administrative unit	and Wages	Benefits a	Travel	Expense	Expense	and Wages.	Expense
Administrative Support Units							
Athletics Rec Services & Support	3,369,487	975,658	82,674	2,391,540	6,819,359	29.0%	1.2%
Campus Recreation	4,146,500	975,374	461,501	2,390,104	7,973,479	23.5%	5.8%
Development & Alumni Relations	28,981,928	11,002,586	1,786,593	5,892,598	47,663,705	38.0%	3.7%
Educational Equity	2,517,216	888,882	56,495	553,923	4,016,516	35.3%	1.4%
General & Academic Administration	28,431,407	10,837,740	514,850	12,515,002	52,298,999	38.1%	1.0%
Finance & Business	60,179,830	22,265,443	2,751,352	158,962,249	244,158,874	37.0%	1.1%
Finance & Business - Physical Plant	24,521,602	15,594,523	378,225	135,485,588	175,979,938	63.6%	0.2%
Student Affairs	24,120,917	8,621,919	452,003	26,789,273	59,984,112	35.7%	0.8%
Strategic Communications	3,718,922	1,412,171	59,499	6,605,748	11,796,340	38.0%	0.5%
Total Administrative Support Units	179,987,809	72,574,296	6,543,192	351,586,025	610,691,322	40.3%	1.1%
Commonwealth Campuses							
Abington	24,801,290	8,312,062	892,264	7,127,803	41,133,419	33.5%	2.2%
Altoona	26,896,910	9,628,850	739,506	8,654,726	45,919,992	35.8%	1.6%
Beaver	5,841,389	2,022,447	255,415	2,244,509	10,363,760	34.6%	2.5%
Berks	19,593,269	7,035,280	384,823	6,181,542	33,194,914	35.9%	1.2%
Brandywine	10,668,004	3,727,435	390,698	3,061,856	17,847,993	34.9%	2.2%
DuBois	5,743,597	2,091,059	191,422	1,978,933	10,005,011	36.4%	1.9%
Erie - Behrend	39,495,981	14,546,881	1,119,869	12,605,779	67,768,510	36.8%	1.7%
Fayette - Eberly	6,036,886	2,146,920	209,545	2,354,581	10,747,932	35.6%	1.9%
Greater Allegheny	5,712,700	2,002,694	249,135	2,332,388	10,296,917	35.1%	2.4%
Harrisburg	39,414,053	13,583,528	848,750	16,546,455	70,392,786	34.5%	1.2%
Hazleton	7,567,497	2,732,418	332,130	2,272,709	12,904,754	36.1%	2.6%
Lehigh Valley	7,607,403	2,648,931	291,459	2,121,641	12,669,434	34.8%	2.3%
Mont Alto	8,123,853	2,874,897	218,078	2,490,991	13,707,819	35.4%	1.6%
New Kensington	5,899,076	2,051,968	192,853	2,105,272	10,249,169	34.8%	1.9%

The Pennsylvania State University Total University General Funds Operating Expenditures By Academic/Administrative Unit 2018-2019

Academic/administrative unit	Total Salaries and Wages	Employee Benefits a	Travel	Other Operating Expense	Total Operating Expense	Employee Benefits: Percentag of Salaries and Wages	Travel: Percentage of Total Operating Expense
Schuylkill	6,706,667	2,389,507	291,886	2,098,094	11,486,154	35.6%	2.5%
Scranton	8,000,717	2,867,390	343,204	4,000,655	15,211,966	35.8%	2.3%
Shenango	4,039,136	1,450,985	129,788	1,252,464	6,872,373	35.9%	1.9%
Wilkes-Barre	5,198,034	1,881,850	105,153	1,278,042	8,463,079	36.2%	1.2%
York	8,302,094	2,858,356	170,141	2,816,608	14,147,199	34.4%	1.2%
VP for Commonwealth Campuses	8,515,809	3,257,266	141,977	3,663,021	15,578,073	38.2%	0.9%
Total Commonwealth Campuses	254,164,365	90,110,724	7,498,096	87,188,069	438,961,254	35.5%	1.7%
Great Valley	6,075,890	2,125,116	175,535	2,522,989	10,899,530	35.0%	1.6%
Central Budgets	456	2,275,159	0	2,669,991	4,945,606	-	0.0%
General Income	0	73,719	0	3,503,121	3,576,840	0.0%	0.0%
Total Univ. Less Law, HY & Penn	1,125,584,692	412,759,688	33,066,725	800,349,899	2,371,761,004	36.7%	1.4%
Penn State Law	12,429,787	4,741,166	598,969	24,322,518	42,092,440	38.1%	1.4%
Dickinson School of Law	5,567,336	2,164,967	257,615	10,647,942	18,637,860	38.9%	1.4%
College of Medicine	79,475,644	27,443,425	2,644,496	83,938,411	193,501,976	34.5%	1.4%
Total University Less Penn College	1,223,057,459	447,109,246	36,567,805	919,258,770	2,625,993,280	36.6%	1.4%

a. Includes employee benefits billed and employee benefits allocated to units.

b. Includes allocated employee benefits for Agricultural Research and Cooperative Extension Personnel paid on Agricultural Federal Funds.

The Pennsylvania State University Contracts By Expenditure Type 2018-2019

Expenditure Type	Total Amount	Percent of Total
Books & Periodicals	22,729,193	2.7%
Communication Services	4,272,980	0.5%
Conferences & Group Activities	9,918,040	1.2%
Equipment	118,432,454	14.2%
Freight Charges	32,909	0.0%
Indirect Cost	2,118	0.0%
Insurance & Interest	20,686,155	2.5%
Miscellaneous	9,255,780	1.1%
Property Expense	19,819,753	2.4%
Publications, Printing & Copying	27,928,041	3.3%
Repairs, Alterations & Capital	373,028,902	44.6%
Supplies & Materials for Resale	54,030,098	6.5%
Supplies, Materials & Services	134,779,888	16.1%
Travel Expense	22,278,973	2.7%
Utilities Purchased	18,941,934	2.3%
Total:	836,137,218	100.0%

Note: Includes purchases of goods and services which equal or exceed a total of \$1000 for each vendor within each academic/administrative unit, from all sources of funding.

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TAB C

Operating Budget – 2019-20

Operating Budget –2019-20

Budgeted expenditures and income are shown for fiscal year 2019-20. The data are shown at the departmental level for each academic and administrative unit. Departmental summaries are budgets relating to a particular department or clusters of similar budgets, such as "college administration and support" budgets. Budgeted expense and income detail is shown for academic salaries, support salaries, wages, departmental allotment (departmental operating funds), allocated employee benefits, and departmental income. It should be noted that tuition and appropriation income are included in the section entitled "General Income."

Budget detail is provided for general funds. The General Funds portion of the University's budget supports the basic teaching, research, and public service programs of the University, as well as academic and administrative support activities and maintenance and operation of the University. Income to support the general funds budget comes from: state appropriations, tuition and fees, and other income, such as the recovery of indirect costs, investment income and sales and services of departments.

Defined projects and programs as requested in subsection A3i are reported within the unit in which the project or program resides. Specific program appropriation breakdowns are provided in the University's annual state appropriation request. **University-Wide Summaries**

2019-2020 Operating Budget Total University (Excl. PA College of Technology)

General Funds

University Park Colleges 86,013,517 **Agricultural Sciences** Arts & Architecture 41,219,110 **Business - Smeal College** 59,477,645 Communications 15,666,859 Earth & Mineral Sciences 43,870,437 30,403,983 Education Engineering 99,558,566 Health & Human Development 43,753,373 Information Sciences & Technology 16,677,416 International Affairs - School 3,724,364 Liberal Arts 108,267,309 Nursing 5,609,140 Science - Eberly College 91,202,463 **Total University Park Colleges** 645,444,182 **Support Units** Global Programs - Univ Office 7,681,884 **Graduate School** 21,331,692 **Enterprise Information Tech** 39,888,682 Research 66,205,554 Schreyer Honors College 5,593,255 Undergraduate Education 80,481,647 University Libraries 58,647,716 University Outreach 95,815,112 Athletics Rec Services & Support 2,434,902 **Campus Recreation** 5,893,197 **Development & Alumni Relations** 44,963,436 Educational Equity 4,508,233 Finance & Business 266,411,654 Finance & Business - Physical Plant 175,208,010 General & Academic Administration 43,235,397 Student Affairs 48,107,612 Strategic Communications 6,293,818 **Total Support Units** 972,701,801

2019-2020 Operating Budget Total University (Excl. PA College of Technology)

General Funds

Commonwealth Campuses

Abington Altoona Beaver Berks Brandywine DuBois Erie - Behrend Fayette - Eberly Greater Allegheny Harrisburg Hazleton Lehigh Valley Mont Alto New Kensington Schuylkill Scranton Shenango Wilkes-Barre York	33,314,351 41,356,742 8,322,206 26,926,705 17,178,522 9,271,370 54,758,702 9,888,264 8,697,150 48,016,813 12,774,953 9,162,331 11,273,065 9,747,989 10,712,725 12,902,697 6,608,029 8,049,985 14,479,762
VP for Commonwealth Campuses	23,722,588
Total Commonwealth Campuses	377,164,949
Great Valley Central Budgets General Income	7,875,840 111,222,688 120,000
Total Univ. Less Law, HY & Penn College	2,114,529,460
Penn State Law Dickinson School of Law College of Medicine	27,340,465 14,692,328 199,614,526
Total University Less Penn College	2,356,176,779

Operating Budget Summary By Fund Type Total University (Incl. Law and Hershey, Excl. PA College of Technology)

2019-2020 Budget

	Expense	Dept. Income
General Funds		
Academic Salaries	640,270,891	
Support Salaries	508,282,510	
Wages	4,745,959	
Sub-Total Salaries	1,153,299,360	
Dept Allot Excl Emp Benefits	782,765,202	
Employee Benefits	420,112,217	
Sub-Total Departmental Allotment	1,202,877,419	
Total	2,356,176,779	2,356,176,779

University Park Colleges

- ♦ Agricultural Sciences
- ♦ Arts & Architecture
- ♦ Business Smeal College
- Communications
- Earth & Mineral Sciences
- ♦ Education
- ♦ Engineering
- Health & Human Development
- ♦ Information Sciences & Technology
- ♦ International Affairs
- ♦ Liberal Arts
- ♦ Nursing
- ♦ Science Eberly College

General Funds	2019-2020		
	Expense	Dept. Income	
International Agriculture			
Salaries	27,384	0	
Wages	0	0	
Sub-Total Salaries	27,384	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0	0	
Total	27,384	0	
Agric Econ and Rural Sociology			
Salaries	3,069,992	0	
Wages	1,966	0	
Sub-Total Salaries	3,071,958	0	
Dept Allot Excl Emp Benefits	10,023	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	10,023	0	
Total	3,081,981	0	
Agric and Extension Education			
Salaries	27,660	0	
Wages	570	0	
Sub-Total Salaries	28,230	0	
Dept Allot Excl Emp Benefits	5,019	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	5,019	0	
Total	33,249	12,809	

General Funds	2019-2020		
	Expense	Dept. Income	
Agricultural Engineering	4 205 659	0	
Salaries	1,265,658 41	0 0	
Wages Sub-Total Salaries	1,265,699	0	
Dept Allot Excl Emp Benefits	11,177	0	
Employee Benefits	0	0 0	
Sub-Total Departmental Allotment	11,177	0	
Total	1,276,876	0	
Entomology			
Salaries	2,142,444	0	
Wages	3,442	0 0	
Sub-Total Salaries	2,145,886	0	
Dept Allot Excl Emp Benefits	19,761	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	19,761	0	
Total	2,165,647	0	
Crop & Soil Sciences			
Salaries	2,813,033	0	
Wages	639	0	
Sub-Total Salaries	2,813,672	0	
Dept Allot Excl Emp Benefits	25,031	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	25,031	0	
Total	2,838,703	0	

General Funds	2019-202	2019-2020		
	Expense	Dept. Income		
Information Technologies				
Salaries	1,106,343	0		
Wages	0	0		
Sub-Total Salaries	1,106,343	0		
Dept Allot Excl Emp Benefits	12,020	0		
Employee Benefits	0	0		
Sub-Total Departmental Allotment Total	12,020 1,118,363	0 0		
Total	1,110,303	0		
Communications				
Salaries	911,953	0		
Wages	500	0		
Sub-Total Salaries	912,453	0		
Dept Allot Excl Emp Benefits	7,193	0		
Employee Benefits	0	0		
Sub-Total Departmental Allotment	7,193	0		
Total	919,646	0		
Food Science				
Salaries	1,865,450	0		
Wages	230	0		
Sub-Total Salaries	1,865,680	0		
Dept Allot Excl Emp Benefits	13,951	0		
Employee Benefits	0	0		
Sub-Total Departmental Allotment	13,951	0		
Total	1,879,631	0		

General Funds	2019-2020	
	Expense	Dept. Income
Animal Science		
Salaries	4,543,140	0
Wages	6,275	0
Sub-Total Salaries	4,549,415	0
Dept Allot Excl Emp Benefits	130,760	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	130,760	0
Total	4,680,175	392,000
Plant Pathology & Envir Microb		
Salaries	1,786,675	0
Wages	2,301	0
Sub-Total Salaries	1,788,976	0
Dept Allot Excl Emp Benefits	34,287	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	34,287	0
Total	1,823,263	17,764
School of Forest Resources		
Salaries	124,755	0
Wages	1,928	0
Sub-Total Salaries	126,683	0
Dept Allot Excl Emp Benefits	1,601	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,601	0
Total	128,284	0

General Funds	2019-2020	
	Expense	Dept. Income
Horticulture		
Salaries	28,242	0
Wages	0	0
Sub-Total Salaries	28,242	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	28,242	28,242
Ecosystem Science and Mgmt		
Salaries	3,126,766	0
Wages	5,629	0
Sub-Total Salaries	3,132,395	0
Dept Allot Excl Emp Benefits	17,492	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	17,492	0
Total	3,149,887	0
Summer Program in the College		
Salaries	1,788	0
Wages	0	0
Sub-Total Salaries	1,788	0
Dept Allot Excl Emp Benefits	0	0 0
Employee Benefits	Õ	Ũ
Sub-Total Departmental Allotment	ů 0	0
Total	1,788	0
	,	-

General Funds	2019-2020	
	Expense	Dept. Income
Creamery Operations		
Salaries	1,191,088	0
Wages	0	0
Sub-Total Salaries	1,191,088	0
Dept Allot Excl Emp Benefits	428,687 0	0 0
Employee Benefits Sub-Total Departmental Allotment	428.687	0
Total	1,619,775	1,940,540
	1,010,770	1,0+0,0+0
Farm Operations		
Salaries	724,838	0
Wages	1,950	0
Sub-Total Salaries	726,788	0
Dept Allot Excl Emp Benefits	15,498	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	15,498	-
lotai	742,286	970,216
Plant Science		
Salaries	1,638,687	0
Wages	21,688	0
Sub-Total Salaries	1,660,375	0
Dept Allot Excl Emp Benefits	6,361	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	6,361 1,666,736	0 0
IOIAI	1,000,730	0

General Funds	2019-2020	
	Expense	Dept. Income
Short Courses		
Salaries	615,810	0
Wages	12,404	0
Sub-Total Salaries	628,214	0
Dept Allot Excl Emp Benefits	210,919	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	210,919	0
Total	839,133	633,224
Research Programs		
Salaries	2,314,861	0
Wages	1,136	0
Sub-Total Salaries	2,315,997	0
Dept Allot Excl Emp Benefits	10,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	10,000	0
Total	2,325,997	0
International Agriculture		
Salaries	310,260	0
Wages	0	ů 0
Sub-Total Salaries	310,260	ů 0
Dept Allot Excl Emp Benefits	8,954	Ő
Employee Benefits	0	0
Sub-Total Departmental Allotment	8,954	0 0
Total	319,214	0

General Funds	2019-2020	
	Expense	Dept. Income
Veterinary & Biomedical Sci		
Salaries	2,696,556	0
Wages	5,510	0
Sub-Total Salaries	2,702,066	0
Dept Allot Excl Emp Benefits	15,284	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	15,284	0
Total	2,717,350	0
Field Research Laboratories		
Salaries	661,337	0
Wages	11,126	0
Sub-Total Salaries	672,463	0
Dept Allot Excl Emp Benefits	44,044	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	44,044	0
Total	716,507	133,916
Ag & Biological Engineering		
Salaries	677,353	0
Wages	578	0
Sub-Total Salaries	677,931	0
Dept Allot Excl Emp Benefits	10,062	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	10,062	0
Total	687,993	0

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Ag Economics, Sociology and Ed			
Salaries	1,428,204	0	
Wages	600	0	
Sub-Total Salaries	1,428,804	0	
Dept Allot Excl Emp Benefits	9,067	0	
Employee Benefits Sub-Total Departmental Allotment	0 9,067	0 0	
Total	1,437,871	0	
	.,,		
County Extension Oper			
Salaries	5,040,566	0	
Wages	0	0	
Sub-Total Salaries	5,040,566	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0 5 040 566	0 0	
Total	5,040,566	U	
Agronomy & Natural Resources			
Salaries	491,130	0	
Wages	0	0	
Sub-Total Salaries	491,130	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0	0	
Total	491,130	0	

General Funds	2019-2020	
	Expense	Dept. Income
College Admin/Support Budgets		
Salaries	11,953,589	0
Wages	27,719	0
Sub-Total Salaries	11,981,308	0
Dept Allot Excl Emp Benefits	871,135	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	871,135	0
Total	12,852,443	222,388
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	23,728,567	0
Employee Benefits	7,674,830	0
Sub-Total Departmental Allotment	31,403,397	0
Total	31,403,397	0
Fund Total: General Funds		
Academic Salaries	30,638,140	0
Support Salaries	21,947,422	0
Wages	106,232	0
Sub-Total Salaries	52,691,794	0
Departmental Allotment	25,646,893	0
Employee Benefits	7,674,830	0
Sub-Total Departmental Allotment	33,321,723	0
Total	86,013,517	4,351,099

General Funds	2019-2020	
	Expense	Dept. Income
Center for the Performing Arts		
Salaries	1,714,355	0
Wages	0	0
Sub-Total Salaries	1,714,355	0
Dept Allot Excl Emp Benefits	942,075	0
Employee Benefits Sub-Total Departmental Allotment	0 942,075	0 0
Total	2,656,430	1,346,000
Total	2,000,400	1,040,000
Institute For eLearning		
Salaries	346,920	0
Wages	0	0
Sub-Total Salaries	346,920	0
Dept Allot Excl Emp Benefits	17,685	0
Employee Benefits	0 17,685	0
Sub-Total Departmental Allotment Total	364,605	0 0
Total	504,005	U
Architecture		
Salaries	2,463,072	0
Wages	0	0
Sub-Total Salaries	2,463,072	0
Dept Allot Excl Emp Benefits	89,873 0	0
Employee Benefits Sub-Total Departmental Allotment	89,873	0
Total	2,552,945	0 0
IUlai	2,002,940	0

General Funds	2019-2020	
	Expense	Dept. Income
Art History		
Salaries	1,601,578	0
Wages	0	0
Sub-Total Salaries	1,601,578	0
Dept Allot Excl Emp Benefits	41,879	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	41,879	0
Total	1,643,457	0
Graphic Design		
Salaries	516,395	0
Wages	0	0
Sub-Total Salaries	516,395	0
Dept Allot Excl Emp Benefits	14,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	14,000	0
Total	530,395	0
Arts Enterpreneurship		
Salaries	70,668	0
Wages	0	0
Sub-Total Salaries	70,668	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	70,668	0

General Funds	2019-2020	
	Expense	Dept. Income
Landscape Architecture		
Salaries	2,535,311	0
Wages	0	0
Sub-Total Salaries	2,535,311	0
Dept Allot Excl Emp Benefits	83,606	0
Employee Benefits	0 83,606	0 0
Sub-Total Departmental Allotment Total	2,618,917	20,000
Total	2,010,917	20,000
School of Music		
Salaries	5,411,137	0
Wages	2,790	0
Sub-Total Salaries	5,413,927	0
Dept Allot Excl Emp Benefits	206,187	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	206,187	0
Total	5,620,114	130,000
School of Visual Arts		
Salaries	3,448,583	0
Wages	8,452	ů 0
Sub-Total Salaries	3,457,035	0
Dept Allot Excl Emp Benefits	83,979	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	83,979	0
Total	3,541,014	0

General Funds 2	2019-2020	
Expense	Dept. Income	
School of Theatre		
Salaries 3,903,85	6 0	
Wages 15,20	5 0	
Sub-Total Salaries 3,919,06	1 0	
Dept Allot Excl Emp Benefits 293,89	7 0	
Employee Benefits	0 0	
Sub-Total Departmental Allotment 293,89	7 0	
Total 4,212,956	8 97,000	
Palmer Museum of Arts		
Salaries 943,25	1 0	
Wages 33,61		
Sub-Total Salaries 976,86		
Dept Allot Excl Emp Benefits 175,12		
	0 0	
Sub-Total Departmental Allotment 175,12		
Total 1,151,98		
Research Programs		
Salaries 370,07	2 0	
Wages 30		
Sub-Total Salaries 370,37		
Dept Allot Excl Emp Benefits 207,05		
	0 0	
Sub-Total Departmental Allotment 207,05		
Total 577,430	0 0	

General Funds	2019-2020	
	Expense	Dept. Income
Arts Pedagogy		
Salaries	17,892	0
Wages	0	0
Sub-Total Salaries	17,892	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	17,892	0
Borland Project Space		
Salaries	15,120	0
Wages	0	0
Sub-Total Salaries	15,120	0
Dept Allot Excl Emp Benefits	10,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	10,000	0
Total	25,120	0
Woskob Gallery		
Salaries	15,120	0
Wages	0	0 0
Sub-Total Salaries	15,120	0 0
Dept Allot Excl Emp Benefits	0	Ő
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	15,120	0

General Funds	2019-2020	
	Expense	Dept. Income
College Admin/Support Budgets		
Salaries	4,304,184	0
Wages	300	0
Sub-Total Salaries	4,304,484	0
Dept Allot Excl Emp Benefits	286,779	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	286,779	0
Total	4,591,263	0
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	11,028,794	0
Sub-Total Departmental Allotment	11,028,794	0
Total	11,028,794	0
Fund Total: General Funds		
Academic Salaries	21,947,232	0
Support Salaries	5,730,282	0
Wages	60,661	0
Sub-Total Salaries	27,738,175	0
Departmental Allotment	2,452,141	0
Employee Benefits	11,028,794	0
Sub-Total Departmental Allotment	13,480,935	0
Total	41,219,110	1,643,000

Departmental Summary: Business - Smeal College

General Funds	2019-2020	
	Expense	Dept. Income
Accounting Salaries Wages	5,020,923 0	0 0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	5,020,923 0 0	0 0 0 0
Total	5,020,923	0
Honor & Integrity Program Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	153,756 0 153,756 0 0 0 153,756	0 0 0 0 0 0 0
Finance Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	5,912,896 0 5,912,896 0 0 0 5,912,896	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
<i>Insurance and Real Estate</i> Salaries	3,443,655	0
Wages Sub-Total Salaries	0 3,443,655	0 0
Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	0 0	0 0 0
Total	3,443,655	0
Marketing	4 400 654	0
Salaries Wages Sub-Total Salaries	4,183,651 0 4,183,651	0 0 0
Dept Allot Excl Emp Benefits Employee Benefits	4,100,001 0 0	0 0
Sub-Total Departmental Allotment Total	0 4,183,651	0 0
Management and Organization		
Salaries Wages	5,102,574 0	0 0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	5,102,574 0 0	0 0 0
Sub-Total Departmental Allotment Total	0 5,102,574	0 0

General Funds	2019-2020	
	Expense	Dept. Income
Supply Chain & Info Systems		
Salaries	4,937,793	0
Wages	0	0
Sub-Total Salaries	4,937,793	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	U 4 027 702	0 0
Total	4,937,793	U
Development & Alumni Relations		
Salaries	411,120	0
Wages	0	0
Sub-Total Salaries	411,120	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	411,120	0
Research Programs		
Salaries	346,050	0
Wages	0	0
Sub-Total Salaries	346,050	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	346,050	0

General Funds	2019-2020	
	Expense	Dept. Income
Graduate Programs in Bus Admin		
Salaries	1,632,471	0
Wages	0	0
Sub-Total Salaries	1,632,471	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,632,471	3,296,618
Undergrad Prog in Bus Admin		
Salaries	1,445,237	0
Wages	0	0
Sub-Total Salaries	1,445,237	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,445,237	0
College Admin/Support Budgets		
Salaries	10,432,716	0
Wages	0	0 0
Sub-Total Salaries	10,432,716	0
Dept Allot Excl Emp Benefits	375,568	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	375,568	0
Total	10,808,284	0

General Funds	2019-	2019-2020	
	Expense	Dept. Income	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	16,079,235	0	
Sub-Total Departmental Allotment	16,079,235	0	
Total	16,079,235	0	
Fund Total: General Funds			
Academic Salaries	38,282,272	0	
Support Salaries	4,740,570	0	
Wages	0	0	
Sub-Total Salaries	43,022,842	0	
Departmental Allotment	375,568	0	
Employee Benefits	16,079,235	0	
Sub-Total Departmental Allotment	16,454,803	0	
Total	59,477,645	3,296,618	

Departmental Summary: Communications

General Funds	2019-2020	
	Expense	Dept. Income
Communications Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	1,606,612 0 1,606,612 0	0 0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 0 1,606,612	0 0 0
Advertising Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,410,984 0 1,410,984 0 0 0 1,410,984	0 0 0 0 0 0 0
Internship Program Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 0 0 0 0	0 0 0 0 0 200,000

Departmental Summary: Communications

General Funds	2019-2020	
	Expense	Dept. Income
Translational Communications Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	19,620 0 19,620 0 0 0 19,620	0 0 0 0 0 0 0
Broadcasting (TV/Radio)/Cable Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,804,500 0 1,804,500 0 0 1,804,500	0 0 0 0 0 0 0
Journalism Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	2,181,174 0 2,181,174 0 0 0 2,181,174	0 0 0 0 0 0

Departmental Summary: Communications

General Funds	2019-2020	
	Expense	Dept. Income
College Admin/Support Budgets		
Salaries	4,527,867	0
Wages	0	0
Sub-Total Salaries	4,527,867	0
Dept Allot Excl Emp Benefits	104,391	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	104,391	0
Total	4,632,258	0
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	4,011,711	0
Sub-Total Departmental Allotment	4,011,711	0
Total	4,011,711	0
Fund Total: General Funds		
Academic Salaries	8,950,899	0
Support Salaries	2,599,858	0
Wages	0	0
Sub-Total Salaries	11,550,757	0
Departmental Allotment	104,391	0
Employee Benefits	4,011,711	0
Sub-Total Departmental Allotment	4,116,102	0
Total	15,666,859	200,000

General Funds	2019-2020	
	Expense	Dept. Income
Dutton e-Education Institute Salaries	377,677	0
Wages	0	0
Sub-Total Salaries	377,677	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	0 377,677	0
		-
Earth&Envrnmntal Science Inst		
Salaries	1,204,402	0
Wages	0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits	1,204,402	0 0
Employee Benefits	0 0	0
Sub-Total Departmental Allotment	0	0
Total	1,204,402	0
Coorrentu		
<i>Geography</i> Salaries	2,552,638	0
Wages	2,002,000	0
Sub-Total Salaries	2,552,638	0
Dept Allot Excl Emp Benefits	50,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	50,000	0
Total	2,602,638	0

General Funds	2019-2020	
	Expense	Dept. Income
Meteorology		
Salaries	3,517,249	0
Wages	0	0
Sub-Total Salaries	3,517,249	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	3,517,249	0
Total	3,317,249	U
Geosciences		
Salaries	3,910,549	0
Wages	0	0
Sub-Total Salaries	3,910,549	0
Dept Allot Excl Emp Benefits	2,014	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,014	0
Total	3,912,563	0
Leone Family Dept Enrgy&MinEng		
Salaries	4,542,771	0
Wages	0	0
Sub-Total Salaries	4,542,771	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	U 4 5 4 0 7 7 4	0
Total	4,542,771	0

General Funds	2019-2020	
	Expense	Dept. Income
Materials Science and Engr		
Salaries	4,871,658	0
Wages	0	0
Sub-Total Salaries	4,871,658	0
Dept Allot Excl Emp Benefits	75,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	75,000	0
Total	4,946,658	0
Research Support		
Salaries	748,352	0
Wages	0	0
Sub-Total Salaries	748,352	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	748,352	0
The EMS Energy Institute		
Salaries	854,456	0
Wages	0	0
Sub-Total Salaries	854,456	0
Dept Allot Excl Emp Benefits	51,733	0
Employee Benefits	0	Ũ
Sub-Total Departmental Allotment	51,733	0 0
Total	906,189	0
	,	-

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	11,480,940	0	
Sub-Total Departmental Allotment	11,480,940	0	
Total	11,480,940	0	
College Admin/Support Budgets			
Salaries	9,474,360	0	
Wages	0	0	
Sub-Total Salaries	9,474,360	0	
Dept Allot Excl Emp Benefits	156,638	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	156,638	0	
Total	9,630,998	0	
Fund Total: General Funds			
Academic Salaries	26,237,126	0	
Support Salaries	5,816,986	0	
Wages	0	0	
Sub-Total Salaries	32,054,112	0	
Departmental Allotment	335,385	0	
Employee Benefits	11,480,940	0	
Sub-Total Departmental Allotment	11,816,325	0	
Total	43,870,437	0	

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Curriculum and Instruction			
Salaries	5,761,769	0	
Wages	0	0	
Sub-Total Salaries	5,761,769	0	
Dept Allot Excl Emp Benefits	207,000	0 0	
Employee Benefits Sub-Total Departmental Allotment	207,000	0	
Total	5,968,769	0	
	0,000,100	0	
Education Policy Studies			
Salaries	3,192,139	0	
Wages	0	0	
Sub-Total Salaries	3,192,139	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0	0	
Total	3,192,139	0	
Professional Persnl Dev Center			
Salaries	36,960	0	
Wages	0	0	
Sub-Total Salaries	36,960	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0	0	
Total	36,960	0	

General Funds	2019-2020	
	Expense	Dept. Income
Learning & Performance Systems		
Salaries	2,285,495	0
Wages	0	0
Sub-Total Salaries	2,285,495	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	2,285,495	0
Educ Outreach & Technology		
Salaries	349,596	0
Wages	0	0
Sub-Total Salaries	349,596	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	349,596	0
Educ/School Psy/Special Educ		
Salaries	4,786,038	0
Wages	0	0 0
Sub-Total Salaries	4,786,038	0
Dept Allot Excl Emp Benefits	243,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	243,000	0
Total	5,029,038	0

General Funds	2019-2020	
	Expense	Dept. Income
<i>Education Research</i> Salaries	982,267	0
Wages Sub-Total Salaries	0 982,267	0
Dept Allot Excl Emp Benefits Employee Benefits	0 0	0
Sub-Total Departmental Allotment Total	0 982,267	0 0
College Admin/Support Budgets		
Salaries Wages	3,966,110 0	0 0
Sub-Total Salaries Dept Allot Excl Emp Benefits	3,966,110 141,012 0	0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	141,012 4,107,122	0 0 0
Employee Benefits		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	0 0 0 8,452,597 8,452,597	0 0 0 0 0
Total	8,452,597	0

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	18,974,611	0
Support Salaries	2,385,763	0
Wages	0	0
Sub-Total Salaries	21,360,374	0
Departmental Allotment	591,012	0
Employee Benefits	8,452,597	0
Sub-Total Departmental Allotment	9,043,609	0
Total	30,403,983	0

General Funds	2019-2020	
	Expense	Dept. Income
NUCLEAR ENGR		
Salaries	2,068,524	0
Wages	0	0
Sub-Total Salaries	2,068,524	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	0 2,068,524	0 0
Total	2,000,324	U
Office of Digital Learning		
Salaries	151,236	0
Wages	0	0
Sub-Total Salaries	151,236	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	151,236	0
Architectural Engineering		
Salaries	220,144	0
Wages	9,352	0
Sub-Total Salaries	229,496	0
Dept Allot Excl Emp Benefits	119,363	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	119,363	0
Total	348,859	250,000

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Engineering Facilities Office			
Salaries	372,868	0	
Wages	0	0	
Sub-Total Salaries	372,868	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment Total		0 0	
Ισται	372,868	U	
Aerospace Engineering			
Salaries	2,958,193	0	
Wages	0	0	
Sub-Total Salaries	2,958,193	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment		0	
Total	2,958,193	0	
Architectural Engineering			
Salaries	2,638,497	0	
Wages	0	0	
Sub-Total Salaries	2,638,497	0	
Dept Allot Excl Emp Benefits	5,000	0	
Employee Benefits	0 5 000	0	
Sub-Total Departmental Allotment	5,000	0	
Total	2,643,497	0	

General Funds	2019-2020	
	Expense	Dept. Income
Biomedical Engineering		
Salaries	2,003,502	0
Wages	0	0
Sub-Total Salaries	2,003,502	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0	0 0
Total	2,003,502	0
	2,000,002	Ū
Computer Science Engineering		
Salaries	6,345,676	0
Wages	0	0
Sub-Total Salaries	6,345,676	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	6,345,676	0
Chemical Engineering		
Salaries	3,753,208	0
Wages	0	0
Sub-Total Salaries	3,753,208	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	3,753,208	0

General Funds	2019-2020	
	Expense	Dept. Income
School of EE & Computer Sci		
Salaries	333,276	0
Wages	0	0
Sub-Total Salaries	333,276	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	333,276	0
Civil Engineering		
Salaries	3,931,731	0
Wages	0	0
Sub-Total Salaries	3,931,731	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	3,931,731	0
Electrical Engineering		
Salaries	6,272,051	0
Wages	0	0
Sub-Total Salaries	6,272,051	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment		0
Total	6,272,051	0

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Acoustics Engineering Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	540,052 0 540,052 0 0 0 540,052	0 0 0 0 0 0 0	
Engineering Science & Mechanic Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	4,959,312 0 4,959,312 0 0 4,959,312	0 0 0 0 0 0 0	
Industrial Engineering Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	4,587,571 0 4,587,571 0 0 0 4,587,571	0 0 0 0 0 0 0	

General Funds	2019-2020	
	Expense	Dept. Income
Mechanical & Nuclear Engineeri		
Salaries	7,450,763	0
Wages	0	0
Sub-Total Salaries	7,450,763	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	7,450,763	0
School of Engineering Design		
Salaries	2,131,463	0
Wages	0	0
Sub-Total Salaries	2,131,463	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	2,131,463	0
Associate Dean For Research		
Salaries	1,839,168	0
Wages	0	0
Sub-Total Salaries	1,839,168	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,839,168	0

General Funds	2019-2020	
	Expense	Dept. Income
PA Transportation Institute		
Salaries	343,419	0
Wages	0	0
Sub-Total Salaries	343,419	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	343,419	0
CoE Marketing & Communications		
Salaries	143,292	0
Wages	0	0
Sub-Total Salaries	143,292	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	143,292	0
Undergraduate Studies		
Salaries	1,707,984	0
Wages	55,167	0
Sub-Total Salaries	1,763,151	0
Dept Allot Excl Emp Benefits	15,902	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	15,902	0
Total	1,779,053	0

General Funds	2019-2020	
	Expense	Dept. Income
College Admin/Support Budgets		
Salaries	18,061,665	0
Wages	0	0
Sub-Total Salaries	18,061,665	0
Dept Allot Excl Emp Benefits	1,409,422	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,409,422	0
Total	19,471,087	672,605
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	25,130,765	0
Sub-Total Departmental Allotment	25,130,765	0
Total	25,130,765	0
Fund Total: General Funds		
Academic Salaries	60,371,852	0
Support Salaries	12,441,743	0
Wages	64,519	0
Sub-Total Salaries	72,878,114	0
Departmental Allotment	1,549,687	0
Employee Benefits	25,130,765	0
Sub-Total Departmental Allotment	26,680,452	0
Total	99,558,566	922,605

General Funds	2019-2020	
	Expense	Dept. Income
Communication Sci Disorders Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	1,725,414 0 1,725,414 55,000	0 0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 55,000 1,780,414	0 0 140,000
Recreational Mgmt Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	$1,550,779 \\ 0 \\ 1,550,779 \\ 25,000 \\ 0 \\ 25,000 \\ 1,575,779$	0 0 0 0 0 0
Nutrition Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,730,538 0 1,730,538 10,000 0 10,000 1,740,538	0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Biobehavioral Health Salaries	2,562,186	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	0 2,562,186 0	0 0 0
Employee Benefits Sub-Total Departmental Allotment	0 0	0 0
Total	2,562,186	0
Health Policy & Administration		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	1,866,021 0 1,866,021 25,000	0 0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 25,000 1,891,021	0 0 0
Hospitality Mgmt		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	2,220,352 0 2,220,352 25,000 0 25,000 2,245,352	0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Research Programs		
Salaries	945,754	0
Wages	0	0
Sub-Total Salaries	945,754	0
Dept Allot Excl Emp Benefits	28,817	0
Employee Benefits Sub-Total Departmental Allotment	0 28,817	0 0
Total	974,571	0
	574,074	0
Kinesiology		
Salaries	3,605,878	0
Wages	0	0
Sub-Total Salaries	3,605,878	0
Dept Allot Excl Emp Benefits	100,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	100,000	0
Total	3,705,878	0
Human Dev and Family Studies		
Salaries	3,532,643	0
Wages	0	0
Sub-Total Salaries	3,532,643	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	3,532,643	0

General Funds	2019-2020	
	Expense	Dept. Income
College Admin/Support Budgets		
Salaries	11,682,451	0
Wages	0	0
Sub-Total Salaries	11,682,451	0
Dept Allot Excl Emp Benefits	414,232	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	414,232	0
Total	12,096,683	0
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	11,648,308	0
Sub-Total Departmental Allotment	11,648,308	0
Total	11,648,308	0
Fund Total: General Funds		
Academic Salaries	28,725,087	0
Support Salaries	2,696,929	0
Wages	0	0
Sub-Total Salaries	31,422,016	0
Departmental Allotment	683,049	0
Employee Benefits	11,648,308	0
Sub-Total Departmental Allotment	12,331,357	0
Total	43,753,373	140,000

2019-2020	
Expense	Dept. Income
1,856,698	0
0	0
1,856,698	0
337,680	0
0	0
,	0
2,194,378	0
81,468	0
0	0
81,468	0
0	0
0	0
0	0
81,468	0
400,128	0
0	0
400,128	0
0	0
0	0
0	0
400,128	0
	Expense 1,856,698 0 1,856,698 337,680 2,194,378 81,468 0 81,468 0 0 81,468 0 0 0 81,468 0 0 0 81,468 0 0 0 0 0 0 0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
IST Facilities		
Salaries	65,424	0
Wages	0	0
Sub-Total Salaries	65,424	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	65,424	0
Information Systems for IST		
Salaries	6,612,877	0
Wages	0	0
Sub-Total Salaries	6,612,877	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	6,612,877	0
Instructional Design Support		
Salaries	94,692	0
Wages	0,002	0
Sub-Total Salaries	94,692	0
Dept Allot Excl Emp Benefits	0 1,002	0 0
Employee Benefits	Ő	ů 0
Sub-Total Departmental Allotment	Ő	0 0
Total	94,692	0
	,	-

General Funds	2019-2020	
	Expense	Dept. Income
IST Open Positions		
Salaries	2,654,619	0
Wages	0	0
Sub-Total Salaries	2,654,619	0 0
Dept Allot Excl Emp Benefits Employee Benefits	220,000 0	0
Sub-Total Departmental Allotment	220,000	0
Total	2,874,619	0
IST Research Office		
Salaries	118,980	0
Wages	0	0
Sub-Total Salaries	118,980	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	119.090	0
Totai	118,980	0
Employee Benefits		
Salaries	0	0
Wages Sub-Total Salaries	0 0	0 0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	4,234,850	0
Sub-Total Departmental Allotment	4,234,850	0
Total	4,234,850	0

General Funds	2019-2	2019-2020 Dept.	
	Expense	Income	
Fund Total: General Funds			
Academic Salaries	10,194,238	0	
Support Salaries	1,690,648	0	
Wages	0	0	
Sub-Total Salaries	11,884,886	0	
Departmental Allotment	557,680	0	
Employee Benefits	4,234,850	0	
Sub-Total Departmental Allotment	4,792,530	0	
Total	16,677,416	0	

Departmental Summary: International Affairs - School

General Funds	2019-2020	
	Expense	Dept. Income
International Affairs - School		
Salaries	2,371,160	0
Wages	85,560	0
Sub-Total Salaries	2,456,720	0
Dept Allot Excl Emp Benefits	336,686	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	336,686	0 0
Total	2,793,406	U
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	930,958	0
Sub-Total Departmental Allotment Total	930,958	0 0
TOTAL	930,958	0
Fund Total: General Funds		
Academic Salaries	1,952,973	0
Support Salaries	418,187	0
Wages	85,560	0
Sub-Total Salaries	2,456,720	0
Departmental Allotment	336,686	0
Employee Benefits	930,958	0
Sub-Total Departmental Allotment	1,267,644	0
Total	3,724,364	0

General Funds	2019-2020	
	Expense	Dept. Income
African American Studies Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	1,744,662 0 1,744,662 0 0 0	0 0 0 0 0 0
Total Anthropology	1,744,662	U
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	2,452,250 0 2,452,250 0 0 0 2,452,250	0 0 0 0 0 500
Applied Lingusitics Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,541,724 0 1,541,724 0 0 0 1,541,724	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Asian Studies		
Salaries	1,119,221	0
Wages	0	0
Sub-Total Salaries	1,119,221	0
Dept Allot Excl Emp Benefits Employee Benefits	0	0 0
Sub-Total Departmental Allotment	0	0
Total	1,119,221	0
Classics and Ancient Medit St		
Salaries	982,013	0
Wages	0	0
Sub-Total Salaries	982,013	0
Dept Allot Excl Emp Benefits	0 0	0 0
Employee Benefits Sub-Total Departmental Allotment	0	0
Total	982,013	0
Communication Arts & Sciences		
Salaries	3,505,927	0
Wages	0	0
Sub-Total Salaries	3,505,927	0
Dept Allot Excl Emp Benefits Employee Benefits	0 0	0 0
Sub-Total Departmental Allotment	0	0
Total	3,505,927	0
	0,000,021	0

General Funds	2019-2020	
	Expense	Dept. Income
Comparative Literature	4 595 469	0
Salaries Wages	1,585,162	0
Sub-Total Salaries	1,585,162	0
Dept Allot Excl Emp Benefits	1,000,102	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,585,162	0
Linguistics Program		
Salaries	35,820	0
Wages	0	0
Sub-Total Salaries	35,820	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	0 35,820	0
	;	-
Economics		
Salaries	12,292,134	0
Wages	0	0
Sub-Total Salaries	12,292,134	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0	0 0
Total	12,292,134	0
	,_0_, .0.	Ũ

General Funds	2019-2020	
	Expense	Dept. Income
<i>English</i> Salaries Wages Sub-Total Salaries	8,504,805 0 8,504,805	0 0 0
Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 8,504,805	0 0 0 0
French and Francophone Studies Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,429,752 0 1,429,752 0 0 0 1,429,752	0 0 0 0 0 0 0
Germanic and Slavic Lang & Lit Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,288,230 0 1,288,230 0 0 1,288,230	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
History		
Salaries	5,325,464	0
Wages	0	0
Sub-Total Salaries	5,325,464	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	5,325,464	0
Total	5,525,404	U
Jewish Studies		
Salaries	544,788	0
Wages	0	0
Sub-Total Salaries	544,788	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	544,788	0
Labor St & Employmnt Relations		
Salaries	1,944,888	0
Wages	0	0
Sub-Total Salaries	1,944,888	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,944,888	0

General Funds	2019-2020	
	Expense	Dept. Income
Philosophy	0.569.661	0
Salaries Wages	2,568,661	0 0
Sub-Total Salaries	2,568,661	0
Dept Allot Excl Emp Benefits	2,000,001	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	2,568,661	0
Political Science		
Salaries	4,707,382	0
Wages	0	0
Sub-Total Salaries	4,707,382	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	4,707,382	0 0
Total	4,707,302	U
Psychology		
Salaries	7,208,679	0
Wages Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	7,208,679 0	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	Ő	0 0
Total	7,208,679	56,523

General Funds	2019-2020	
	Expense	Dept. Income
Sociology Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	6,241,526 0 6,241,526 0 0 0 6,241,526	0 0 0 0 0 0 0
Spanish, Italian & Portuguese Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	3,112,656 0 3,112,656 0 0 0 3,112,656	0 0 0 0 0 0 0
Women's Studies Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,205,024 0 1,205,024 0 0 1,205,024	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Department Support Budgets		
Salaries	1,023,696	0
Wages	0	0
Sub-Total Salaries	1,023,696	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0	0 0
Total	1,023,696	0
	1,020,000	U
Adi-Medieval Studies		
Salaries	998,208	0
Wages	0	0
Sub-Total Salaries	998,208	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	0	0
Ισται	998,208	0
Arts and Humanities		
Salaries	138,722	0
Wages	0	0
Sub-Total Salaries	138,722	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	Ū	0 0
IUlai	138,722	0

General Funds	2019-2020	
	Expense	Dept. Income
African Studies		
Salaries	665,083	0
Wages	0	0
Sub-Total Salaries	665,083	0
Dept Allot Excl Emp Benefits Employee Benefits	0	0 0
Sub-Total Departmental Allotment	0	0
Total	665,083	0
Center for Humanities and Info		
Salaries	22,356	0
Wages	0	0
Sub-Total Salaries	22,356	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	22,356	0
College Admin/Support Budgets		
Salaries	2,046,298	0
Wages	0	0
Sub-Total Salaries	2,046,298	0
Dept Allot Excl Emp Benefits	325,500	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	325,500	0
Total	2,371,798	0

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	33,706,678	0	
Sub-Total Departmental Allotment	33,706,678	0	
Total	33,706,678	0	
Fund Total: General Funds			
Academic Salaries	67,173,529	0	
Support Salaries	7,061,602	0	
Wages	0	0	
Sub-Total Salaries	74,235,131	0	
Departmental Allotment	325,500	0	
Employee Benefits	33,706,678	0	
Sub-Total Departmental Allotment	34,032,178	0	
Total	108,267,309	57,023	

Departmental Summary: Nursing

General Funds	2019-2020	
	Expense	Dept. Income
Nursing Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	3,502,936 0 3,502,936 150,000 0 150,000 3,652,936	0 0 0 0 0 0 0
Employee Benefits Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 1,956,204 1,956,204 1,956,204	0 0 0 0 0 0 0
Fund Total: General Funds Academic Salaries Support Salaries Wages Sub-Total Salaries Departmental Allotment Employee Benefits Sub-Total Departmental Allotment Total	3,076,408 426,528 0 3,502,936 150,000 1,956,204 2,106,204 5,609,140	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Astronomy and Astrophysics Salaries	3,136,377	0
Wages	0	0
Sub-Total Salaries	3,136,377	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	3,136,377	0
Molecular and Cell Biology		
Salaries	6,617,578	0
Wages	0	0
Sub-Total Salaries	6,617,578	0
Dept Allot Excl Emp Benefits	26,700	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	26,700	0
Total	6,644,278	0
Biology		
Salaries	7,353,950	0
Wages	0	0
Sub-Total Salaries	7,353,950	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	7,353,950	0

General Funds 2019-2	2019-2020	
Expense	Dept. Income	
Chemistry		
Salaries 7,923,737	0	
Wages 0	0	
Sub-Total Salaries 7,923,737	0	
Dept Allot Excl Emp Benefits 0	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 0	0	
Total 7,923,737	110,000	
Computer Science		
Salaries 154,980	0	
Wages 0	0	
Sub-Total Salaries 154,980	0	
Dept Allot Excl Emp Benefits 0	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 0	0	
Total 154,980	0	
Forensics Instruction		
Salaries 976,787	0	
Wages 0	0	
Sub-Total Salaries 976,787	0	
Dept Allot Excl Emp Benefits 0	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 0	0	
Total 976,787	0	

General Funds	2019-2020	
	Expense	Dept. Income
Mathematics Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	11,270,606 0 11,270,606 0 0 11,270,606	0 0 0 0 0 0
Physics Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	7,199,556 0 7,199,556 0 0 7,199,556	0 0 0 0 0 0
Statistics Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	4,189,543 0 4,189,543 0 0 0 4,189,543	0 0 0 0 0 15,000

General Funds	2019-2020	
	Expense	Dept. Income
Research Programs		
Salaries	904,489	0
Wages	0	0
Sub-Total Salaries	904,489	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	904,489	0
Eberly College of Sci Outreach		
Salaries	250,165	0
Wages	0	0
Sub-Total Salaries	250,165	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	250,165	0
College Admin/Support Budgets		
Salaries	18,230,500	0
Wages	0	0
Sub-Total Salaries	18,230,500	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	18,230,500	42,000

General Funds	2019	2019-2020	
	Expense	Dept. Income	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	22,967,495	0	
Sub-Total Departmental Allotment	22,967,495	0	
Total	22,967,495	0	
Fund Total: General Funds			
Academic Salaries	59,118,758	0	
Support Salaries	9,089,510	0	
Wages	0	0	
Sub-Total Salaries	68,208,268	0	
Departmental Allotment	26,700	0	
Employee Benefits	22,967,495	0	
Sub-Total Departmental Allotment	22,994,195	0	
Total	91,202,463	167,000	

Total - University Park Colleges

	2019-2020	2019-2020 Budget	
		Dept.	
	Expense	Income	
General Funds			
Academic Salaries	375,643,125		
Support Salaries	77,046,028		
Wages	316,972		
Sub-Total Salaries	453,006,125		
Dept Allot Excl Emp Benefits	33,134,692		
Employee Benefits	159,303,365		
Sub-Total Departmental Allotment	192,438,057		
Total	645,444,182	10,777,345	

Academic Support Units

- ♦ Global Programs University Office
- ♦ Graduate School
- ♦ Enterprise Information Technology
- Research
- ♦ Schreyer Honors College
- ♦ Undergraduate Education
- ♦ University Libraries
- University Outreach*
- ◆ Total Academic Support Units

*The Cooperative Extension portion of University Outreach is reflected within the College of Agricultural Sciences

Departmental Summary: Global Programs - Univ Office

General Funds	2019-2020	
	Expense	Dept. Income
Global Programs Communications		
Salaries	51,780	0
Wages	0	0
Sub-Total Salaries	51,780	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	51,780	0
Global Programs Info Tech		
Salaries	213,024	0
Wages	0	0
Sub-Total Salaries	213,024	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	213,024	0
Associate Vice Provost Office		
Salaries	51,036	0
Wages	0	0 0
Sub-Total Salaries	51,036	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	51,036	0

Departmental Summary: Global Programs - Univ Office

General Funds	2019-2020	
	Expense	Dept. Income
Global Programs		
Salaries	4,859,839	0
Wages	0	0
Sub-Total Salaries	4,859,839	0
Dept Allot Excl Emp Benefits	388,334	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	388,334 5,248,173	0 15,000
TOLAI	5,240,175	15,000
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,117,871	0
Sub-Total Departmental Allotment	2,117,871	0 0
Total	2,117,871	0
Fund Total: General Funds		
Academic Salaries	304,392	0
Support Salaries	4,871,287	0
Wages	0	0
Sub-Total Salaries	5,175,679	0
Departmental Allotment	388,334	0
Employee Benefits	2,117,871	0
Sub-Total Departmental Allotment	2,506,205	0
Total	7,681,884	15,000

Departmental Summary: Graduate School

General Funds	2019-2020	
	Expense	Dept. Income
Graduate Program Admin		
Salaries	4,190,527	0
Wages	9,233	0
Sub-Total Salaries	4,199,760	0
Dept Allot Excl Emp Benefits	230,162	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	230,162	0
Total	4,429,922	500,500
Interdisciplinary Programs		
Salaries	62,499	0
Wages	02,400	0
Sub-Total Salaries	62,499	0
Dept Allot Excl Emp Benefits	02,100	0
Employee Benefits	Õ	Ő
Sub-Total Departmental Allotment	0	0
Total	62,499	0
Intercollege Grad Programs	444 407	0
Salaries	444,137	0
Wages	0	0
Sub-Total Salaries	444,137	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0	0 0
Total	444,137	0
IUldi	444,137	0

Departmental Summary: Graduate School

General Funds 2		2019-2020	
	Expense	Dept. Income	
Graduate Scholars/Fellows			
Salaries	1,565,578	0	
Wages	0	0	
Sub-Total Salaries	1,565,578	0	
Dept Allot Excl Emp Benefits	13,271,561	0	
Employee Benefits	12 071 561	0	
Sub-Total Departmental Allotment Total	13,271,561 14,837,139	0 0	
i Otal	14,037,139	0	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	1,557,995	0	
Sub-Total Departmental Allotment	1,557,995	0	
Total	1,557,995	0	
Fund Total: General Funds			
Academic Salaries	3,480,484	0	
Support Salaries	2,782,257	0 0	
Wages	9,233	0	
Sub-Total Salaries	6,271,974	0	
Departmental Allotment	13,501,723	0	
Employee Benefits	1,557,995	0	
Sub-Total Departmental Allotment	15,059,718	0	
Total	21,331,692	500,500	

Departmental Summary: Enterprise Information Tech

2019-2020	
Expense	Dept. Income
0 5,980 5.980	0 0 0
13,187,734 0	0 0
13,187,734 13,193,714	0 0
٥	0
19,400 19,400 0	0 0 0 0 0
0 19,400	0 0 0
٥	0
-19,400 -19,400 0 0 0	0 0 0 0 0 0 0
	Expense 0 5,980 5,980 13,187,734 0 13,187,734 13,193,714 0 19,400 0 0 19,400 0 0 19,400 0 0 19,400 0 0 19,400 0 0 19,400 0 0 0 19,400 0 0 0 0 0 0 0 0 0 0 0 0

Departmental Summary: Enterprise Information Tech

General Funds	2019-2020	
	Expense	Dept. Income
IT Technology Infrastructure Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 10,112,920 0 10,112,920 10,112,920	0 0 0 0 0 0
Employee Benefits Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 16,582,048 16,582,048 16,582,048	0 0 0 0 0 0
Fund Total: General Funds Academic Salaries Support Salaries Wages Sub-Total Salaries Departmental Allotment Employee Benefits Sub-Total Departmental Allotment Total	0 0 5,980 23,300,654 16,582,048 39,882,702 39,888,682	0 0 0 0 0 0 0

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Sustainability Institute	100 -0 1		
Salaries	499,734	0	
Wages Sub-Total Salaries	26,300 526,034	0 0	
Dept Allot Excl Emp Benefits	253,250	0	
Employee Benefits	200,200	0	
Sub-Total Departmental Allotment	253,250	ů 0	
Total	779,284	0	
Cyber Infra & Innov Operating			
Salaries	2,120,901	0	
Wages	0	0	
Sub-Total Salaries	2,120,901	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	0	0	
Total	2,120,901	0	
VP-Research			
Salaries	9,383,418	0	
Wages	0	0	
Sub-Total Salaries	9,383,418	0	
Dept Allot Excl Emp Benefits	830,304 0	0	
Employee Benefits Sub-Total Departmental Allotment	830,304	0 0	
Total	10,213,722	0	
iotai	10,210,722	0	

General Funds	2019-2020	
	Expense	Dept. Income
Research Infrastructure Suppor		
Salaries	920,540	0
Wages	0	0
Sub-Total Salaries	920,540	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	000 540	0
Total	920,540	0
Evan Pugh Professorships		
Salaries	471,879	0
Wages	0	0
Sub-Total Salaries	471,879	0
Dept Allot Excl Emp Benefits	566,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	566,000	0
Total	1,037,879	0
Assoc VP Research & Initiative		
Salaries	323,157	0
Wages	0	0
Sub-Total Salaries	323,157	0
Dept Allot Excl Emp Benefits	2,730	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,730	0
Total	325,887	0

General Funds	2019-2020	
	Expense	Dept. Income
Assoc VP Research & Technology		
Salaries	925,191	0
Wages	0	0
Sub-Total Salaries	925,191	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	925,191	0
Office-Entrep & Commercializat		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	0	0
Social Sciences Res Institute		
Salaries	3,975,982	0
Wages	0,070,002	ů 0
Sub-Total Salaries	3,975,982	Ő
Dept Allot Excl Emp Benefits	9,612	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	9,612	0
Total	3,985,594	0

General Funds	2019-2020	
	Expense	Dept. Income
Inst for Natural Gas Research		
Salaries	491,416	0
Wages	0	0
Sub-Total Salaries	491,416	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	491,416	0
PS Inst of Energy & Environmt		
Salaries	6,551,709	0
Wages	0	0
Sub-Total Salaries	6,551,709	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	6,551,709	60,000
Huck Inst of the Life Sciences		
Salaries	9,830,540	0
Wages	0,000,040	0
Sub-Total Salaries	9,830,540	0
Dept Allot Excl Emp Benefits	380,960	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	380,960	0
Total	10,211,500	105,000
		-

General Funds	2019-2020	
	Expense	Dept. Income
Materials Research Institute		
Salaries	6,312,446	0
Wages	0	0
Sub-Total Salaries	6,312,446	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	6,312,446	750,000
Social Sci Research Institute		
Salaries	883,359	0
Wages	000,000	0
Sub-Total Salaries	883,359	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	883,359	0
Others Deserve & Oserteurs llast		
Other Research Centers/Inst	4 002 074	0
Salaries	4,803,974 0	0
Wages Sub-Total Salaries	4,803,974	0
Dept Allot Excl Emp Benefits	211,407	0 0
Employee Benefits	211,407	0
Sub-Total Departmental Allotment	211,407	0
Total	5,015,381	239,911
1 V WI	0,010,001	200,011

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	16,430,745	0	
Sub-Total Departmental Allotment	16,430,745	0	
Total	16,430,745	0	
Fund Total: General Funds			
Academic Salaries	28,817,885	0	
Support Salaries	18,676,361	0	
Wages	26,300	0	
Sub-Total Salaries	47,520,546	0	
Departmental Allotment	2,254,263	0	
Employee Benefits	16,430,745	0	
Sub-Total Departmental Allotment	18,685,008	0	
Total	66,205,554	1,154,911	

Departmental Summary: Schreyer Honors College

General Funds	2019-2020	
	Expense	Dept. Income
Schreyer Honors College		
Salaries	1,697,531	0
Wages	0	0
Sub-Total Salaries	1,697,531	0
Dept Allot Excl Emp Benefits	101,274	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	101,274	0
Total	1,798,805	125,000
Academic Excellence		
Salaries	0	0
Wages	0 0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	3,202,500	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	3,202,500	0
Total	3,202,500	250,000
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	Õ	0
Dept Allot Excl Emp Benefits	0	ů 0
Employee Benefits	591,950	0
Sub-Total Departmental Allotment	591,950	0 0
Total	591,950	0

Departmental Summary: Schreyer Honors College

General Funds	2019-2	2019-2020	
	Expense	Dept. Income	
Fund Total: General Funds			
Academic Salaries	343,770	0	
Support Salaries	1,353,761	0	
Wages	0	0	
Sub-Total Salaries	1,697,531	0	
Departmental Allotment	3,303,774	0	
Employee Benefits	591,950	0	
Sub-Total Departmental Allotment	3,895,724	0	
Total	5,593,255	375,000	

General Funds	2019-2020	
	Expense	Dept. Income
Financial Literacy	000	0
Salaries	223	0
Wages	0	0
Sub-Total Salaries	223	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0 0	0 0
Total	223	0
		0
Enrollment Management		
Salaries	1,133,568	0
Wages	0	0
Sub-Total Salaries	1,133,568	0
Dept Allot Excl Emp Benefits	2,706	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,706	0
Total	1,136,274	0
Registrar's Office		
Salaries	2,202,839	0
Wages	0	0
Sub-Total Salaries	2,202,839	0
Dept Allot Excl Emp Benefits	365,407	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	365,407	0
Total	2,568,246	700,000

General Funds	2019-2020	
	Expense	Dept. Income
Admissions and Recruiting		
Salaries	5,133,892	0
Wages	0	0
Sub-Total Salaries	5,133,892	0
Dept Allot Excl Emp Benefits	2,191,899	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,191,899	0
Total	7,325,791	78,500
Office of Student Aid		
Salaries	4,150,131	0
Wages	0	0
Sub-Total Salaries	4,150,131	0
Dept Allot Excl Emp Benefits	-108,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	-108,000	0
Total	4,042,131	175,000
Student Assistance Programs		
Salaries	795,114	0
Wages	210,000	0
Sub-Total Salaries	1,005,114	0
Dept Allot Excl Emp Benefits	4,462	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	4,462	0
Total	1,009,576	0

General Funds	2019-2020	
	Expense	Dept. Income
Division of Undergrad Studies		
Salaries	1,996,003	0
Wages	0	0
Sub-Total Salaries	1,996,003	0
Dept Allot Excl Emp Benefits	45,190	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	45,190	0
Total	2,041,193	0
Business Administration		
Salaries	471,291	0
Wages	0	0
Sub-Total Salaries	471,291	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	471,291	0
Summer Session		
Salaries	6,224,445	0
Wages	0	0
Sub-Total Salaries	6,224,445	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	6,224,445	0

General Funds	2019-2020	
	Expense	Dept. Income
Schreyer_Institute		
Salaries	1,191,309	0
Wages	0	0
Sub-Total Salaries	1,191,309	0
Dept Allot Excl Emp Benefits	22,157	0
Employee Benefits Sub-Total Departmental Allotment	0 22,157	0 0
Total	1,213,466	0
i Otai	1,210,400	0
VP/Dean Undergraduate Educatio		
Salaries	5,580,899	0
Wages	33,000	0
Sub-Total Salaries	5,613,899	0
Dept Allot Excl Emp Benefits	1,075,357	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,075,357	0
Total	6,689,256	0
General Education		
Salaries	163,843	0
Wages	0	0
Sub-Total Salaries	163,843	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	v	0 0
IUldi	163,843	U

General Funds	2019-2020	
	Expense	Dept. Income
Research	400.000	0
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	162,822 0 162,822 0 0 0 162,822	0 0 0 0 0 0 0
ROTC Salaries	147,016	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	0 147,016 34,316 0	0 0 0
Sub-Total Departmental Allotment Total	34,316 181,332	0 0
Discovery Grants		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	98,000 0 98,000 0 0 98,000	0 0 0 0 0 0 0

General Funds	2019-2	2019-2020	
	Expense	Dept. Income	
Grants and Scholarships			
Salaries	0	0	
Wages	663,566	0	
Sub-Total Salaries	663,566	0	
Dept Allot Excl Emp Benefits	38,693,518	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	38,693,518	0	
Total	39,357,084	300,000	
Employee Benefits			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	7,796,674	0	
Sub-Total Departmental Allotment	7,796,674	0	
Total	7,796,674	0	
Fund Total: General Funds			
Academic Salaries	9,780,512	0	
Support Salaries	19,670,883	0	
Wages	906,566	0	
Sub-Total Salaries	30,357,961	0	
Departmental Allotment	42,327,012	0	
Employee Benefits	7,796,674	0	
Sub-Total Departmental Allotment	50,123,686	0	
Total	80,481,647	1,253,500	

Departmental Summary: University Libraries

General Funds	2019-2020	
	Expense	Dept. Income
University Press		
Salaries	294,871	0
Wages	0	0
Sub-Total Salaries	294,871	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	294,871	0
Library Instruction		
Salaries	706,856	0
Wages	0	0
Sub-Total Salaries	706,856	0
Dept Allot Excl Emp Benefits	25,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	25,000	0
Total	731,856	0
Campus College Locations		
Salaries	6,183,195	0
Wages	135,950	0
Sub-Total Salaries	6,319,145	0
Dept Allot Excl Emp Benefits	191,067	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	191,067	0
Total	6,510,212	14,609

Departmental Summary: University Libraries

General Funds	2019-2020	
	Expense	Dept. Income
Undergrad Services		
Salaries	1,360,488	0
Wages	0	0
Sub-Total Salaries	1,360,488	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,360,488	0
Digital Schol & Repos Develop		
Salaries	821,688	0
Wages	0	0
Sub-Total Salaries	821,688	0
Dept Allot Excl Emp Benefits	358,058	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	358,058	0
Total	1,179,746	0
Library Administration		
Salaries	7,587,249	0
Wages	224,089	0
Sub-Total Salaries	7,811,338	0
Dept Allot Excl Emp Benefits	1,993,085	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,993,085	0
Total	9,804,423	607,000

Departmental Summary: University Libraries

General Funds	2019-2020	
	Expense	Dept. Income
Library Collections		
Salaries	6,047,201	0
Wages	0	0
Sub-Total Salaries	6,047,201	0
Dept Allot Excl Emp Benefits	12,573,106	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	12,573,106	0
Total	18,620,307	0
Public Services		
Salaries	1,883,416	0
Wages	1,000,110	0
Sub-Total Salaries	1,883,416	Ő
Dept Allot Excl Emp Benefits	0	0 0
Employee Benefits	ů 0	Ő
Sub-Total Departmental Allotment	0	0
Total	1,883,416	0
Special Collections	4 000 000	
Salaries	1,090,800	0
Wages	0	0
Sub-Total Salaries	1,090,800	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	Ŭ	0
IUlai	1,090,800	0

Departmental Summary: University Libraries

General Funds	2019-2020	
	Expense	Dept. Income
Scholarly Communication		
Salaries	5,429,852	0
Wages	0	0
Sub-Total Salaries	5,429,852	0
Dept Allot Excl Emp Benefits	0	0 0
Employee Benefits Sub-Total Departmental Allotment	0	0
Total	5,429,852	0
Madia & Task Ourseat Oansias	- , - ,	
Media & Tech Support Service Salaries	1 615 202	0
Wages	1,615,303	0 0
Sub-Total Salaries	1,615,303	0
Dept Allot Excl Emp Benefits	0	ů 0
Employee Benefits	Ő	0
Sub-Total Departmental Allotment	0	0
Total	1,615,303	0
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits Employee Benefits	0 10,126,442	0 0
Sub-Total Departmental Allotment	10,126,442	0
Total	10,126,442	0
	,	Ŭ

Departmental Summary: University Libraries

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	13,597,737	0
Support Salaries	19,423,182	0
Wages	360,039	0
Sub-Total Salaries	33,380,958	0
Departmental Allotment	15,140,316	0
Employee Benefits	10,126,442	0
Sub-Total Departmental Allotment	25,266,758	0
Total	58,647,716	621,609

Departmental Summary: University Outreach

General Funds	2019-2020	
	Expense	Dept. Income
OIT Personnel Expenses		
Salaries	100,008	0
Wages	0	0
Sub-Total Salaries	100,008	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	100,008	0
Office of VP for Online Educ		
Salaries	62,616	0
Wages	0	0
Sub-Total Salaries	62,616	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	62,616	0
Outreach Marketing Strategy		
Salaries	171,168	0
Wages	0	0
Sub-Total Salaries	171,168	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	171,168	0

Departmental Summary: University Outreach

General Funds	2019-2020	
	Expense	Dept. Income
College/Campus Programs - WC		
Salaries	7,825,602	0
Wages	0	0
Sub-Total Salaries	7,825,602	0
Dept Allot Excl Emp Benefits	614,785	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	614,785	0
Total	8,440,387	8,000,000
World Campus		
Salaries	26,411,119	0
Wages	71,117	0
Sub-Total Salaries	26,482,236	0
Dept Allot Excl Emp Benefits	26,297,245	0
Employee Benefits	0	Õ
Sub-Total Departmental Allotment	26,297,245	0 0
Total	52,779,481	58,994,553
Outreach		
Salaries	16,207,843	0
Wages	10,207,043	0
Sub-Total Salaries	16,207,843	0
Dept Allot Excl Emp Benefits	-312,002	0
Employee Benefits	012,002	0
Sub-Total Departmental Allotment	-312,002	Ŭ
Total	15,895,841	15,810,539

Departmental Summary: University Outreach

General Funds	2019-2020	
	Expense	Dept. Income
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	18,365,611	0
Sub-Total Departmental Allotment	18,365,611	0
Total	18,365,611	0
Fund Total: General Funds		
Academic Salaries	8,981,130	0
Support Salaries	41,797,226	0
Wages	71,117	0
Sub-Total Salaries	50,849,473	0
Departmental Allotment	26,600,028	0
Employee Benefits	18,365,611	0
Sub-Total Departmental Allotment	44,965,639	0
Total	95,815,112	82,805,092

Total - Academic Support Units

	2019-2020	2019-2020 Budget	
		Dept.	
	Expense	Income	
General Funds			
Academic Salaries	65,305,910		
Support Salaries	108,574,957		
Wages	1,379,235		
Sub-Total Salaries	175,260,102		
Dept Allot Excl Emp Benefits	126,816,104		
Employee Benefits	73,569,336		
Sub-Total Departmental Allotment	200,385,440		
Total	375,645,542	86,725,612	

Administrative Support Units

- ♦ Athletic Rec Services & Support
- ♦ Campus Recreation
- ♦ Development & Alumni Relations
- ♦ Educational Equity
- ♦ Finance & Business
- ♦ Finance & Business Physical Plant
- ♦ General & Academic Administration
- ♦ Student Affairs
- ♦ Strategic Communications
- ♦ Total Administrative Support Units

Departmental Summary: Athletics Rec Services & Support

General Funds	2019-2020	
	Expense	Dept. Income
Club Sports		
Salaries	86,128	0
Wages	0	0
Sub-Total Salaries	86,128	0
Dept Allot Excl Emp Benefits	104,992	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	104,992	0
Total	191,120	75,000
Aux Rec Services Central Serv		
Salaries	230,351	0
Wages	7,500	0
Sub-Total Salaries	237,851	0
Dept Allot Excl Emp Benefits	22,500	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	22,500	0
Total	260,351	0
Allocation Fund		
Salaries	8,458	0
Wages	0	0
Sub-Total Salaries	8,458	0
Dept Allot Excl Emp Benefits	341,956	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	341,956	0
Total	350,414	0

Departmental Summary: Athletics Rec Services & Support

General Funds	2019-2020	
	Expense	Dept. Income
Recreational Services		
Salaries	313,895	0
Wages	0	0
Sub-Total Salaries	313,895	0
Dept Allot Excl Emp Benefits	250,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	250,000 563,895	0 606,723
Total	505,695	000,723
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	1,069,122	0
Sub-Total Departmental Allotment	1,069,122	0
Total	1,069,122	0
Fund Total: General Funds		
Academic Salaries	6,140	0
Support Salaries	632,692	0
Wages	7,500	0
Sub-Total Salaries	646,332	0
Departmental Allotment	719,448	0
Employee Benefits	1,069,122	0
Sub-Total Departmental Allotment	1,788,570	0
Total	2,434,902	681,723

Departmental Summary: Campus Recreation

General Funds	2019-2020	
	Expense	Dept. Income
Campus Rec Admin Salaries	2,706,517	0
Wages	0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	2,706,517 2,205,674 0	0 0 0
Sub-Total Departmental Allotment Total	2,205,674 4,912,191	0 1,837,509
Employee Benefits		
Salaries	0	0
Wages Sub-Total Salaries	0 0	0 0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	981,006	0
Sub-Total Departmental Allotment Total	981,006 981,006	0 0
Fund Total: General Funds		
Academic Salaries	8,118	0
Support Salaries	2,698,399 0	0
Wages Sub-Total Salaries	2,706,517	0 0
Departmental Allotment	2,205,674	0
Employee Benefits	981,006	0
Sub-Total Departmental Allotment Total	3,186,680 5,893,197	0 1,837,509

Departmental Summary: Development & Alumni Relations

General Funds	2019-2020	
	Expense	Dept. Income
Volunteer Programs		
Salaries	79,404	0
Wages	0	0
Sub-Total Salaries	79,404	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	79,404	0
Foundation Relations		
Salaries	271,584	0
Wages	0	0
Sub-Total Salaries	271,584	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	271,584	0
Development & Alum Relations		
Salaries	30,738,669	0
Wages	27,806	ů 0
Sub-Total Salaries	30,766,475	0
Dept Allot Excl Emp Benefits	2,168,726	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,168,726	0
Total	32,935,201	6,041,711

Departmental Summary: Development & Alumni Relations

General Funds	2019-2020	
	Expense	Dept. Income
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	11,677,247	0
Sub-Total Departmental Allotment	11,677,247	0
Total	11,677,247	0
Fund Total: General Funds		
Academic Salaries	31,674	0
Support Salaries	31,057,983	0
Wages	27,806	0
Sub-Total Salaries	31,117,463	0
Departmental Allotment	2,168,726	0
Employee Benefits	11,677,247	0
Sub-Total Departmental Allotment	13,845,973	0
Total	44,963,436	6,041,711

Departmental Summary: Educational Equity

General Funds	2019-2020	
	Expense	Dept. Income
VP Educational Equity		
Salaries	1,337,246	0
Wages	0	0
Sub-Total Salaries	1,337,246	0
Dept Allot Excl Emp Benefits	905,559	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	905,559	0
Iotal	2,242,805	0
Veterans Programs		
Salaries	275,040	0
Wages	0	0
Sub-Total Salaries	275,040	0
Dept Allot Excl Emp Benefits	39,705	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	39,705	0
Total	314,745	6,000
Disability Services		
Salaries	593,793	0
Wages	0	0
Sub-Total Salaries	593,793	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	593,793	0

Departmental Summary: Educational Equity

2019-2020	
Expense	Dept. Income
436,236	0
0	0
436,236	0
14,014	0
0	0
	0
450,250	0
0	0
	0
0	0
11,000	0
0	0
11,000	0
11,000	0
0	0
0	0
0	0
0	0
895,640	0
895,640	0
895,640	0
	Expense 436,236 0 436,236 14,014 0 14,014 450,250 0 0 0 11,000 0 11,000 11,000 11,000 0 0 0 0 0 0 0 0 0 0 0 0

Departmental Summary: Educational Equity

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	51,286	0
Support Salaries	2,591,029	0
Wages	0	0
Sub-Total Salaries	2,642,315	0
Departmental Allotment	970,278	0
Employee Benefits	895,640	0
Sub-Total Departmental Allotment	1,865,918	0
Total	4,508,233	6,000

General Funds	2019-2020	
	Expense	Dept. Income
Cost Analysis Salaries	349,476	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	349,476 6,000 0	0 0 0 0
Sub-Total Departmental Allotment Total	6,000 355,476	0 0
Accounting		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	$\begin{array}{r} 1,995,388\\ 5,000\\ 2,000,388\\ 55,100\\ 0\\ 55,100\\ 2,055,488\end{array}$	0 0 0 0 205,000
Auditing	825 840	0
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	825,840 22,000 847,840 837,000 0 837,000 1,684,840	0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Bursar		
Salaries	2,444,304	0
Wages	12,000	0
Sub-Total Salaries	2,456,304	0
Dept Allot Excl Emp Benefits	440,200	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	440,200	0
Total	2,896,504	288,500
Business Services/Operations		
Salaries	9,339,590	0
Wages	5,552	0
Sub-Total Salaries	9,345,142	0
Dept Allot Excl Emp Benefits	9,939,640	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	9,939,640	0
Total	19,284,782	3,254,069
Corporate Controller		
Salaries	4,068,719	0
Wages	16,000	ů 0
Sub-Total Salaries	4,084,719	ů 0
Dept Allot Excl Emp Benefits	4,671,422	ů 0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment	4,671,422	0 0
Total	8,756,141	12,000
		*

General Funds	2019-2020	
	Expense	Dept. Income
Facilities Amortization		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	102,927,754	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	102,927,754	0
Total	102,927,754	0
Financial Officers		
Salaries	4,415,934	0
Wages	0	0 0
Sub-Total Salaries	4,415,934	0
Dept Allot Excl Emp Benefits	16,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	16,000	0
Total	4,431,934	0
Human Resources		
Salaries	12,134,944	0
Wages	5,000	0
Sub-Total Salaries	12,139,944	0
Dept Allot Excl Emp Benefits	924,825 0	0
Employee Benefits Sub-Total Departmental Allotment	924,825	0 0
Total	924,025 13,064,769	-
iolai	13,004,709	829,860

General Funds	2019-2020	
	Expense	Dept. Income
Insurances		
Salaries	500,242	0
Wages	0	0
Sub-Total Salaries	500,242	0
Dept Allot Excl Emp Benefits	13,765,415	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	13,765,415	0
Total	14,265,657	9,000
Management & Operations		
Salaries	44,927,266	0
Wages	500	0
Sub-Total Salaries	44,927,766	0
Dept Allot Excl Emp Benefits	9,591,891	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	9,591,891	0
Total	54,519,657	152,000
University Police		
University Police Salaries	12,884,953	0
Wages	12,004,900	0 0
Sub-Total Salaries	12,884,953	0
Dept Allot Excl Emp Benefits	12,004,900	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	12,884,953	0
ισται	12,004,000	0

General Funds	2019-2020	
	Expense	Dept. Income
AVP Discretionary Reserve		
Salaries	1,609,676	0
Wages	796,720	0
Sub-Total Salaries	2,406,396	0
Dept Allot Excl Emp Benefits	1,224,821	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,224,821	0
Total	3,631,217	0
WorkLion Development & Mainten		
Salaries	86,676	0
Wages	00,079	0
Sub-Total Salaries	86,676	0
Dept Allot Excl Emp Benefits	00,070	0
Employee Benefits	Õ	0 0
Sub-Total Departmental Allotment	0	0 0
Total	86,676	0
K-9 Unit - P&PS	040.000	
Salaries	216,880	0
Wages	0	0
Sub-Total Salaries	216,880	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	Ŭ	0
Total	216,880	0

General Funds	2019-2020	
	Expense	Dept. Income
<i>Ethics And Compliance Office</i> Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	883,325 0 883,325 107,150	0 0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 107,150 990,475	0 0 0
LionPath Development & Mainten Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	2,442,180 0 2,442,180 65,377 0 65,377 2,507,557	0 0 0 0 0 0 0
Employee Benefits Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 21,850,894 21,850,894 21,850,894	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	1,731,557	0
Support Salaries	97,393,836	0
Wages	862,772	0
Sub-Total Salaries	99,988,165	0
Departmental Allotment	144,572,595	0
Employee Benefits	21,850,894	0
Sub-Total Departmental Allotment	166,423,489	0
Total	266,411,654	4,750,429

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Administration		
Salaries	3,806,950	0
Wages	0	0
Sub-Total Salaries	3,806,950	0
Dept Allot Excl Emp Benefits	651,980	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	651,980	0
Total	4,458,930	0
General Maintenance		
Salaries	6,521,091	0
Wages	32,992	0
Sub-Total Salaries	6,554,083	0
Dept Allot Excl Emp Benefits	24,026,087	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	24,026,087	0
Total	30,580,170	2,019,408
Major Maintenance		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	34,232,450	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	34,232,450	0
Total	34,232,450	0

General Funds	2019-2020	
	Expense	Dept. Income
<i>Facilities Planning</i> Salaries	1,869,204	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	0 1,869,204 196,000	0 0 0
Employee Benefits Sub-Total Departmental Allotment	0 196,000	0 0
Total	2,065,204	60,000
Physical Plant Project Mgmt		
Salaries Wages	3,828,204 0	0 0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	3,828,204 209,000 0	0 0 0
Sub-Total Departmental Allotment Total	209,000 4,037,204	0 0
Janitorial Services		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	0 0 17,972,461 0 17,972,461	0 0 0 0 0
Total	17,972,461	0

General Funds	2019-2020	
	Expense	Dept. Income
Landscape Operations		
Salaries	4,379,446	0
Wages	90,000	0
Sub-Total Salaries	4,469,446	0
Dept Allot Excl Emp Benefits	4,312,034	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	4,312,034	0
Total	8,781,480	3,008,933
Utilities		
Salaries	392,568	0
Wages	002,000	0
Sub-Total Salaries	392,568	0
Dept Allot Excl Emp Benefits	51,659,013	0
Employee Benefits	01,000,010	0
Sub-Total Departmental Allotment	51,659,013	Ő
Total	52,051,581	ů 0
Environmental Health & Safety		
Salaries	2,423,201	0
Wages	0	0
Sub-Total Salaries	2,423,201	0
Dept Allot Excl Emp Benefits	789,870	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	789,870	0
Total	3,213,071	0

General Funds	2019-2020	
	Expense	Dept. Income
AVP Physical Plant Discret Fds Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	746,722 0 746,722 0 0 0 746,722	0 0 0 0 0 0
Navy Yard Facilities Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 600,000 0 600,000 600,000	0 0 0 0 0 0 0 0
Employee Benefits Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 16,468,737 16,468,737 16,468,737	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	897,195	0
Support Salaries	23,070,191	0
Wages	122,992	0
Sub-Total Salaries	24,090,378	0
Departmental Allotment	134,648,895	0
Employee Benefits	16,468,737	0
Sub-Total Departmental Allotment	151,117,632	0
Total	175,208,010	5,088,341

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Board of Trustees			
Salaries	319,512	0	
Wages	0	0	
Sub-Total Salaries	319,512	0	
Dept Allot Excl Emp Benefits	224,510	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	224,510	0	
Total	544,022	0	
Office of the President			
Salaries (1)	1,005,436	0	
Wages	0	0	
Sub-Total Salaries	1,005,436	0	
Dept Allot Excl Emp Benefits	23,718	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	23,718	0	
Total	1,029,154	0	
Exec Vice President & Provost			
Salaries	3,616,719	0	
Wages	0	0	
Sub-Total Salaries	3,616,719	0	
Dept Allot Excl Emp Benefits	936	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	936	ů 0	
Total	3,617,655	ů 0	
	0,011,000	Ŭ	

(1) Includes President's salary and support staff salaries.

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Vice President for Admin			
Salaries	399,624	0	
Wages	0	0	
Sub-Total Salaries	399,624	0	
Dept Allot Excl Emp Benefits	1,189	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	1,189	0	
Total	400,813	0	
General & Academic Officers			
Salaries (1)	16,884,941	0	
Wages	0	0	
Sub-Total Salaries	16,884,941	0	
Dept Allot Excl Emp Benefits	1,646,409	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	1,646,409	0	
Total	18,531,350	0	
Governmental Affairs			
Salaries	657,636	0	
Wages	0	0	
Sub-Total Salaries	657,636	0	
Dept Allot Excl Emp Benefits	39,044	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	39,044	0	
Total	696,680	0	

(1) Includes salaries for Provost, Vice Presidents, Deans, and other Executives.

General Funds	2019-2020	
	Expense	Dept. Income
Office of Planning & Analysis		
Salaries	148,500	0
Wages	0	0
Sub-Total Salaries	148,500	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment Total	148,500	0
Totai	140,000	0
University Senate		
Salaries	246,624	0
Wages	0	0
Sub-Total Salaries	246,624	0
Dept Allot Excl Emp Benefits	75,855	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	75,855	0
Total	322,479	0
Administration/Support Budgets		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	434,733	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	434,733	0
Total	434,733	0

General Funds	2019-2020	
	Expense	Dept. Income
Affirmative Action Office Salaries Wages	625,965 0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	625,965 2,515 0 2,515	0 0 0 0
Total	628,480	0
Planning & Inst Assessment Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	1,721,496 0 1,721,496 50,672 0 50,672 1,772,168	0 0 0 0 0 0 0
Security Operations & Services Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	2,483,620 0 2,483,620 735,967 0 735,967 3,219,587	0 0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Veterans Affairs		
Salaries	44,988	0
Wages	0	0
Sub-Total Salaries	44,988	0
Dept Allot Excl Emp Benefits	24,183	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	24,183	0
Total	69,171	0
Identity Access & Management		
Salaries	1,163,160	0
Wages	0	0
Sub-Total Salaries	1,163,160	0
Dept Allot Excl Emp Benefits	90,900	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	90,900	0
Total	1,254,060	0
Employee Benefits		
Salaries	0	0
Wages	0 0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	10,566,545	Ő
Sub-Total Departmental Allotment	10,566,545	ů 0
Total	10,566,545	0
	- , ,	-

General Funds	2019-2	2019-2020	
	Expense	Dept. Income	
Fund Total: General Funds			
Academic Salaries	399,840	0	
Support Salaries	28,918,381	0	
Wages	0	0	
Sub-Total Salaries	29,318,221	0	
Departmental Allotment	3,350,631	0	
Employee Benefits	10,566,545	0	
Sub-Total Departmental Allotment	13,917,176	0	
Total	43,235,397	0	

Departmental Summary: Student Affairs

General Funds	2019-2020	
	Expense	Dept. Income
VP Student Affairs Salaries Wages	21,224,042 87,265	0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	21,311,307 19,208,202 0 19,208,202	0 0 0 0
Total	40,519,509	14,906,654
Student Insurance	40.000	
Salaries Wages Sub-Total Salaries	40,296 0 40,296	0 0 0
Dept Allot Excl Emp Benefits Employee Benefits Sub Total Departmental Allotment	0 0 0	0 0 0
Sub-Total Departmental Allotment Total	40,296	0
Employee Benefits		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 7,547,807 7,547,807 7,547,807	0 0 0 0 0 0

Departmental Summary: Student Affairs

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	3,289	0
Support Salaries	21,261,049	0
Wages	87,265	0
Sub-Total Salaries	21,351,603	0
Departmental Allotment	19,208,202	0
Employee Benefits	7,547,807	0
Sub-Total Departmental Allotment	26,756,009	0
Total	48,107,612	14,906,654

Departmental Summary: Strategic Communications

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Strategic Communications Salaries Wages Sub-Total Salaries	4,092,850 7,110 4,099,960	0 0 0	
Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	625,128 0 625,128 4,725,088	0 0 0 0	
Employee Benefits Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 1,568,730 1,568,730 1,568,730	0 0 0 0 0 0 0	
Fund Total: General Funds Academic Salaries Support Salaries Wages Sub-Total Salaries Departmental Allotment Employee Benefits Sub-Total Departmental Allotment Total	0 4,092,850 7,110 4,099,960 625,128 1,568,730 2,193,858 6,293,818	0 0 0 0 0 0 0	

Total - Administrative Support Units

	2019-2020	2019-2020 Budget	
		Dept.	
	Expense	Income	
General Funds			
Academic Salaries	3,129,099		
Support Salaries	211,716,410		
Wages	1,115,445		
Sub-Total Salaries	215,960,954		
Dept Allot Excl Emp Benefits	308,469,577		
Employee Benefits	72,625,728		
Sub-Total Departmental Allotment	381,095,305		
Total	597,056,259	33,312,367	

Commonwealth Campuses

- ♦ Abington
- ♦ Altoona
- ♦ Beaver
- ♦ Berks
- ♦ Brandywine
- ♦ DuBois
- ♦ Erie Behrend
- ♦ Fayette Eberly College
- ♦ Greater Allegheny
- ♦ Harrisburg
- ♦ Hazleton
- ♦ Lehigh Valley
- ♦ Mont Alto
- ♦ New Kensington
- ♦ Schuylkill
- ♦ Scranton
- ♦ Shenango
- ♦ Wilkes-Barre
- ♦ York
- ◆ VP for Commonwealth Campuses

Departmental Summary: Abington

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	1,630,495	0
Wages Sub-Total Salaries	1 620 405	0
Dept Allot Excl Emp Benefits	1,630,495 0	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	1,630,495	0
Academic Support (AS)		
Salaries	2,592,239	0
Wages	0	0
Sub-Total Salaries	2,592,239	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	2,592,239	0 0
	_,,	-
Student Services (SS)		
Salaries	2,530,076	0
Wages	0	0
Sub-Total Salaries	2,530,076	0
Dept Allot Excl Emp Benefits	1,445,297	0
Employee Benefits Sub-Total Departmental Allotment	1,445,297	0 0
Total	3,975,373	0
	-,	v

Departmental Summary: Abington

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	13,626,957	0
Wages		0
Sub-Total Salaries Dept Allot Excl Emp Benefits	13,626,957 0	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	13,626,957	0
Extension and Public Services		
Salaries	210,010	0
Wages	32,284	0
Sub-Total Salaries	242,294	0
Dept Allot Excl Emp Benefits	13,756	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	13,756	0
Total	256,050	500,000
Physical Plant Operations (PP)		
Salaries	1,932,286	0
Wages	0	0
Sub-Total Salaries	1,932,286	0
Dept Allot Excl Emp Benefits	928,779	0
Employee Benefits	0 928,779	0
Sub-Total Departmental Allotment Total	2,861,065	2,800
IUlai	2,001,000	2,000

Departmental Summary: Abington

General Funds	2019-2	2019-2020 Dept.	
	Expense	Income	
Employee Benefits (SB)			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	8,372,172	0	
Sub-Total Departmental Allotment	8,372,172	0	
Total	8,372,172	0	
Fund Total: General Funds			
Academic Salaries	13,521,314	0	
Support Salaries	9,000,749	0	
Wages	32,284	0	
Sub-Total Salaries	22,554,347	0	
Departmental Allotment	2,387,832	0	
Employee Benefits	8,372,172	0	
Sub-Total Departmental Allotment	10,760,004	0	
Total	33,314,351	502,800	

Departmental Summary: Altoona

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	602,256	0
Wages	9,184	0
Sub-Total Salaries	611,440	0
Dept Allot Excl Emp Benefits	355,501	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	355,501	0
Total	966,941	0
Academic Support (AS)		
Salaries	3,301,500	0
Wages	30,525	0
Sub-Total Salaries	3,332,025	0
Dept Allot Excl Emp Benefits	350,100	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	350,100	0
Total	3,682,125	0
Student Services (SS)		
Salaries	1,854,666	0
Wages	21,435	0 0
Sub-Total Salaries	1,876,101	0 0
Dept Allot Excl Emp Benefits	1,926,343	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,926,343	0
Total	3,802,444	9,133

Departmental Summary: Altoona

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Resident Instruction (RI) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	15,690,980 60,298 15,751,278 1,643,919	0 0 0 0	
Employee Benefits Sub-Total Departmental Allotment Total	1,643,919 1,643,919 17,395,197	0 0 6,005	
Organized Research (OR) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	160,372 0 160,372 180,764 0 180,764 341,136	0 0 0 0 0 0	
Student Aid (SA) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 24,257 0 24,257 24,257	0 0 0 0 0 0	

Departmental Summary: Altoona

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	2,616,162	0
Wages	57,414	0
Sub-Total Salaries	2,673,576	0
Dept Allot Excl Emp Benefits	2,108,193	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,108,193	0
Total	4,781,769	8,058
Employee Benefits (SB)		
Salaries	0	0
Wages	0 0	0
Sub-Total Salaries	0 0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	10,362,873	0
Sub-Total Departmental Allotment	10,362,873	0
Total	10,362,873	0
Fund Total: General Funds		
Academic Salaries	15,217,316	0
Support Salaries	9,008,620	0
Wages	178,856	0
Sub-Total Salaries	24,404,792	0
Departmental Allotment	6,589,077	0
Employee Benefits	10,362,873	0
Sub-Total Departmental Allotment	16,951,950	0
Total	41,356,742	23,196

Departmental Summary: Beaver

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	472,166	0
Wages	0	0
Sub-Total Salaries	472,166	0
Dept Allot Excl Emp Benefits	123,600	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	123,600	0
Total	595,766	0
Academic Support (AS)		
Salaries	231,372	0
Wages	0	0
Sub-Total Salaries	231,372	0
Dept Allot Excl Emp Benefits	5,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	5,000	0
Total	236,372	0
Student Services (SS)		
Salaries	764,512	0
Wages	04,512	0
Sub-Total Salaries	764,512	0
Dept Allot Excl Emp Benefits	273,869	0
Employee Benefits	270,009	0
Sub-Total Departmental Allotment	273,869	ů 0
Total	1,038,381	325
	.,,	

Departmental Summary: Beaver

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Resident Instruction (RI)			
Salaries	3,217,770	0	
Wages	0	0	
Sub-Total Salaries	3,217,770	0	
Dept Allot Excl Emp Benefits	12,000 0	0	
Employee Benefits Sub-Total Departmental Allotment	12,000	0 0	
Total	3,229,770	0	
	0,220,770	0	
Student Aid (SA)			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	30,000	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment Total	30,000 30,000	0 0	
IOLAI	50,000	U	
Physical Plant Operations (PP)			
Salaries	604,549	0	
Wages	12,400	0	
Sub-Total Salaries	616,949	0	
Dept Allot Excl Emp Benefits	446,000	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment Total	446,000	0 0	
IOtal	1,062,949	0	

Departmental Summary: Beaver

General Funds	2019-2020	
	Expense	Dept. Income
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,128,968	0
Sub-Total Departmental Allotment	2,128,968	0
Total	2,128,968	0
Fund Total: General Funds		
Academic Salaries	3,012,847	0
Support Salaries	2,277,522	0
Wages	12,400	0
Sub-Total Salaries	5,302,769	0
Departmental Allotment	890,469	0
Employee Benefits	2,128,968	0
Sub-Total Departmental Allotment	3,019,437	0
Total	8,322,206	325

Departmental Summary: Berks

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	662,248	0
Wages	0	0
Sub-Total Salaries	662,248	0
Dept Allot Excl Emp Benefits	15,019	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	15,019	0
Total	677,267	5,000
Academic Support (AS)		
Salaries	1,904,587	0
Wages	1,504,507	0
Sub-Total Salaries	1,904,587	0
Dept Allot Excl Emp Benefits	71,428	0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment	71,428	0
Total	1,976,015	0
Student Services (SS)		
Salaries	1,618,177	0
Wages	0	0
Sub-Total Salaries	1,618,177	0
Dept Allot Excl Emp Benefits	1,232,321	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,232,321	0
Total	2,850,498	0

Departmental Summary: Berks

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	11,322,456	0
Wages	0	0
Sub-Total Salaries	11,322,456	0
Dept Allot Excl Emp Benefits	16,255	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	16,255	0
Total	11,338,711	0
Extension and Public Services		
Salaries	114,455	0
Wages	0	0
Sub-Total Salaries	114,455	0
Dept Allot Excl Emp Benefits	210,623	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	210,623	0
Total	325,078	322,300
Physical Plant Operations (PP)		
Salaries	1,922,571	0
Wages	0	0 0
Sub-Total Salaries	1,922,571	0 0
Dept Allot Excl Emp Benefits	582,062	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	582,062	0
Total	2,504,633	0

Departmental Summary: Berks

General Funds	2019-	2019-2020	
	Expense	Dept. Income	
Employee Benefits (SB)			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	7,254,503	0	
Sub-Total Departmental Allotment	7,254,503	0	
Total	7,254,503	0	
Fund Total: General Funds			
Academic Salaries	11,004,271	0	
Support Salaries	6,540,223	0	
Wages	0	0	
Sub-Total Salaries	17,544,494	0	
Departmental Allotment	2,127,708	0	
Employee Benefits	7,254,503	0	
Sub-Total Departmental Allotment	9,382,211	0	
Total	26,926,705	327,300	

Departmental Summary: Brandywine

General Funds	2019-2020	
	Expense	Dept. Income
<i>Institutional Support (IS)</i> Salaries	389,928	0
Wages	0	0
Sub-Total Salaries	389,928	0
Dept Allot Excl Emp Benefits Employee Benefits	16,727 0	0 0
Sub-Total Departmental Allotment	16,727	0 0
Total	406,655	0
Academic Support (AS)		
Salaries	481,188	0
Wages	0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits	481,188 10,000	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	10,000	0
Total	491,188	0
Student Services (SS)		
Salaries	887,498	0
Wages	5,000	0
Sub-Total Salaries Dept Allot Excl Emp Benefits	892,498 462,000	0 0
Employee Benefits	402,000	0
Sub-Total Departmental Allotment	462,000	0
Total	1,354,498	0

Departmental Summary: Brandywine

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	9,048,002 0 9,048,002 10,436 0 10,436 9,058,438	0 0 0 0 0 0 0
Extension and Public Services Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 0 0 0 0 0	0 0 0 0 0 251,742
Student Aid (SA) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 30,000 0 30,000 30,000	0 0 0 0 0 0

Departmental Summary: Brandywine

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	1,091,152	0
Wages	0	0
Sub-Total Salaries	1,091,152	0
Dept Allot Excl Emp Benefits	668,965	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	668,965	0
Total	1,760,117	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	4,077,626	0
Sub-Total Departmental Allotment	4,077,626	0
Total	4,077,626	0
Fund Total: General Funds		
Academic Salaries	9,126,516	0
Support Salaries	2,771,252	0
Wages	5,000	0
Sub-Total Salaries	11,902,768	0
Departmental Allotment	1,198,128	0
Employee Benefits	4,077,626	0
Sub-Total Departmental Allotment	5,275,754	0
Total	17,178,522	251,742

Departmental Summary: DuBois

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	235,502	0
Wages	0	0
Sub-Total Salaries	235,502	0
Dept Allot Excl Emp Benefits	27,700 0	0
Employee Benefits Sub-Total Departmental Allotment	27,700	0 0
Total	263,202	0
i otal	200,202	0
Academic Support (AS)		
Salaries	388,396	0
Wages	0	0
Sub-Total Salaries	388,396	0
Dept Allot Excl Emp Benefits	5,000	0
Employee Benefits	0 5 000	0
Sub-Total Departmental Allotment Total	5,000 393,396	0 0
lotai	393,390	U
Student Services (SS)		
Salaries	503,646	0
Wages	0	0
Sub-Total Salaries	503,646	0
Dept Allot Excl Emp Benefits	181,989	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	181,989	0
Total	685,635	0

Departmental Summary: DuBois

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries	4 040 075	٥
	4,240,975	0
Wages Sub-Total Salaries	4,240,975	0
Dept Allot Excl Emp Benefits	4,240,975	0 0
Employee Benefits	13,301	0
Sub-Total Departmental Allotment	13,501	0
Total	4,254,476	0
Extension and Public Services		
Salaries	188,842	0
Wages	0	0
Sub-Total Salaries	188,842	0
Dept Allot Excl Emp Benefits	1,458	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,458	0
Total	190,300	190,300
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0

Departmental Summary: DuBois

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	696,517	0
Wages	0	0
Sub-Total Salaries	696,517	0
Dept Allot Excl Emp Benefits	365,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	365,000	0
Total	1,061,517	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,392,844	0
Sub-Total Departmental Allotment	2,392,844	0
Total	2,392,844	0
Fund Total: General Funds		
Academic Salaries	4,381,977	0
Support Salaries	1,871,901	0
Wages	0	0
Sub-Total Salaries	6,253,878	0
Departmental Allotment	624,648	0
Employee Benefits	2,392,844	0
Sub-Total Departmental Allotment	3,017,492	0
Total	9,271,370	190,300

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	1,007,847	0
Wages	14,099	0
Sub-Total Salaries	1,021,946	0
Dept Allot Excl Emp Benefits	401,674	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	401,674	0
Total	1,423,620	30,000
Academic Support (AS)		
Salaries	5,059,435	0
Wages	96,551	0
Sub-Total Salaries	5,155,986	0
Dept Allot Excl Emp Benefits	73,554	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	73,554	0
Total	5,229,540	156,500
Student Services (SS)		
Salaries	2,239,383	0
Wages	96,893	0
Sub-Total Salaries	2,336,276	0
Dept Allot Excl Emp Benefits	2,711,140	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,711,140	0
Total	5,047,416	247,000

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	21,821,246	0
Wages	44,015	0
Sub-Total Salaries	21,865,261	0
Dept Allot Excl Emp Benefits	796,595	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	796,595	0
Total	22,661,856	226,941
Organized Research (OR)		
Salaries	33,492	0
Wages	1,000	0
Sub-Total Salaries	34,492	0 0
Dept Allot Excl Emp Benefits	228,290	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	228,290	0
Total	262,782	0
Extension and Public Services	400.004	0
Salaries	182,004	0
Wages	470	0
Sub-Total Salaries	182,474	0
Dept Allot Excl Emp Benefits	68,153 0	0
Employee Benefits Sub-Total Departmental Allotment	68,153	0 0
Total	250,627	0
IUlai	200,027	U

General Funds	2019-2020	
	Expense	Dept. Income
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	50,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	50,000	0
Total	50,000	0
Physical Plant Operations (PP)		
Salaries	3,071,603	0
Wages	86,722	0
Sub-Total Salaries	3,158,325	0
Dept Allot Excl Emp Benefits	2,145,537	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,145,537	0
Total	5,303,862	80,000
Employee Benefits (SB)		
Salaries	0	0
Wages	ů 0	0 0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	14,528,999	0
Sub-Total Departmental Allotment	14,528,999	0
Total	14,528,999	0

General Funds	2019-2	2019-2020	
	Expense	Dept. Income	
Fund Total: General Funds			
Academic Salaries	24,715,552	0	
Support Salaries	8,699,458	0	
Wages	339,750	0	
Sub-Total Salaries	33,754,760	0	
Departmental Allotment	6,474,943	0	
Employee Benefits	14,528,999	0	
Sub-Total Departmental Allotment	21,003,942	0	
Total	54,758,702	740,441	

Departmental Summary: Fayette - Eberly

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	1,904,214	0
Wages	22,000	0
Sub-Total Salaries	1,926,214	0
Dept Allot Excl Emp Benefits	70,344	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	70,344	0
Total	1,996,558	0
Academic Support (AS)		
Salaries	230,436	0
Wages	9,000	0
Sub-Total Salaries	239,436	0
Dept Allot Excl Emp Benefits	28,659	0
Employee Benefits	, 0	0
Sub-Total Departmental Allotment	28,659	0
Total	268,095	0
Student Services (SS)		
Salaries	505,330	0
Wages	0	0
Sub-Total Salaries	505,330	0 0
Dept Allot Excl Emp Benefits	293,522	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	293,522	0
Total	798,852	0

Departmental Summary: Fayette - Eberly

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	3,359,543	0
Wages	0	0
Sub-Total Salaries	3,359,543	0
Dept Allot Excl Emp Benefits	-145,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	-145,000	0
Total	3,214,543	100
Extension and Public Services		
Salaries	42,000	0
Wages	0	0
Sub-Total Salaries	42,000	ů 0
Dept Allot Excl Emp Benefits	85,791	0
Employee Benefits	0	Ő
Sub-Total Departmental Allotment	85,791	0
Total	127,791	279,837
Student Aid (SA)		
Salaries	0	0
Wages	ů 0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0

Departmental Summary: Fayette - Eberly

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	618,772	0
Wages	12,300	0
Sub-Total Salaries	631,072	0
Dept Allot Excl Emp Benefits	404,593	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	404,593	0
Total	1,035,665	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,416,760	0
Sub-Total Departmental Allotment	2,416,760	0
Total	2,416,760	0
Fund Total: General Funds		
Academic Salaries	3,692,639	0
Support Salaries	2,967,656	0
Wages	43,300	0
Sub-Total Salaries	6,703,595	0
Departmental Allotment	767,909	0
Employee Benefits	2,416,760	0
Sub-Total Departmental Allotment	3,184,669	0
Total	9,888,264	279,937

Departmental Summary: Greater Allegheny

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	387,992	0
Wages	0	0
Sub-Total Salaries	387,992	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	387,992	0
Academic Support (AS)		
Salaries	495,168	0
Wages	122,500	0
Sub-Total Salaries	617,668	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	617,668	0
Student Services (SS)		
Salaries	845,218	0
Wages	128,125	0
Sub-Total Salaries	973,343	0
Dept Allot Excl Emp Benefits	233,969	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	233,969	0
Total	1,207,312	0

Departmental Summary: Greater Allegheny

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	3,143,356	0
Wages	0	0
Sub-Total Salaries	3,143,356	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits Sub-Total Departmental Allotment	0	0 0
Total	3,143,356	0
lotal	0,140,000	0
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	30,000 30,000	0 0
Total	50,000	0
Physical Plant Operations (PP)		
Salaries	713,233	0
Wages	25,000	0
Sub-Total Salaries	738,233	0
Dept Allot Excl Emp Benefits	370,000	0
Employee Benefits	270.000	0
Sub-Total Departmental Allotment Total	370,000	0 0
IOtal	1,108,233	0

Departmental Summary: Greater Allegheny

General Funds	2019-202	2019-2020	
	Expense	Dept. Income	
Employee Benefits (SB)			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	2,202,589	0	
Sub-Total Departmental Allotment	2,202,589	0	
Total	2,202,589	0	
Fund Total: General Funds			
Academic Salaries	2,557,556	0	
Support Salaries	3,027,411	0	
Wages	275,625	0	
Sub-Total Salaries	5,860,592	0	
Departmental Allotment	633,969	0	
Employee Benefits	2,202,589	0	
Sub-Total Departmental Allotment	2,836,558	0	
Total	8,697,150	0	

Departmental Summary: Harrisburg

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	1,132,844	0
Wages	7,672	0
Sub-Total Salaries	1,140,516	0
Dept Allot Excl Emp Benefits	579,941	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	579,941	0
Total	1,720,457	0
Academic Support (AS)		
Salaries	4,426,882	0
Wages	39,119	0
Sub-Total Salaries	4,466,001	0 0
Dept Allot Excl Emp Benefits	582,191	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	582,191	0
Total	5,048,192	81,500
Student Services (SS)		
Student Services (SS) Salaries	1,631,484	0
Wages	30,605	0 0
Sub-Total Salaries	1,662,089	0
Dept Allot Excl Emp Benefits	1,835,985	0
Employee Benefits	1,000,000	0
Sub-Total Departmental Allotment	1,835,985	Õ
Total	3,498,074	5,200
	-,,	0,200

Departmental Summary: Harrisburg

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	17,550,063	0
Wages	36,114	0
Sub-Total Salaries	17,586,177	0
Dept Allot Excl Emp Benefits	183,226	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	183,226	0
Total	17,769,403	0
Organized Research (OR)		
Salaries	50,000	0
Wages	00,000	0
Sub-Total Salaries	50,000	0
Dept Allot Excl Emp Benefits	30,000	0 0
Employee Benefits	00,000	Ő
Sub-Total Departmental Allotment	30,000	0
Total	80,000	0
Fréensien and Public Comisses		
Extension and Public Services	101 206	0
Salaries	404,286	0
Wages Sub-Total Salaries	1,000 405,286	0
Dept Allot Excl Emp Benefits	405,286	0 0
Employee Benefits	497,000	0
Sub-Total Departmental Allotment	497,868	0
Total	903,154	900,000
iulai	303,134	300,000

Departmental Summary: Harrisburg

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	3,247,722	0
Wages	63,349	0
Sub-Total Salaries	3,311,071	0
Dept Allot Excl Emp Benefits	1,771,551	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,771,551	0
Total	5,082,622	75,000
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	13,914,911	0
Sub-Total Departmental Allotment	13,914,911	0
Total	13,914,911	0
Fund Total: General Funds		
Academic Salaries	20,027,974	0
Support Salaries	8,415,307	0
Wages	177,859	0
Sub-Total Salaries	28,621,140	0
Departmental Allotment	5,480,762	0
Employee Benefits	13,914,911	0
Sub-Total Departmental Allotment	19,395,673	0
Total	48,016,813	1,061,700

Departmental Summary: Hazleton

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	112,668	0
Wages	0	0
Sub-Total Salaries	112,668	0
Dept Allot Excl Emp Benefits	67,694	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	67,694	0
Total	180,362	0
Academic Support (AS)		
Salaries	454,476	0
Wages	0	0 0
Sub-Total Salaries	454,476	Ő
Dept Allot Excl Emp Benefits	24,452	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	24,452	0
Total	478,928	0
Student Convises (CC)		
Student Services (SS) Salaries	452,869	0
Wages	452,009	0
Sub-Total Salaries	452,869	0
Dept Allot Excl Emp Benefits	371,693	0
Employee Benefits	07 1,000	0
Sub-Total Departmental Allotment	371,693	0 0
Total	824,562	3,000
		-,

Departmental Summary: Hazleton

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries	6,654,411	0
Wages	0	0
Sub-Total Salaries	6,654,411	0
Dept Allot Excl Emp Benefits	30,697	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	30,697	0
Total	6,685,108	0
Extension and Public Services		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits Employee Benefits	0 0	0 0
Sub-Total Departmental Allotment	0	0
Total	0	400,000
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0

Departmental Summary: Hazleton

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	861,567	0
Wages	0	0
Sub-Total Salaries	861,567	0
Dept Allot Excl Emp Benefits	539,296	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	539,296	0
Total	1,400,863	1,000
Employee Benefits (SB)		
Salaries	0	0
Wages	ů 0	0
Sub-Total Salaries	Õ	0 0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	3,175,130	0
Sub-Total Departmental Allotment	3,175,130	0
Total	3,175,130	0
Fund Total: General Funds		
Academic Salaries	5,774,526	0
Support Salaries	2,761,465	0
Wages	0	0
Sub-Total Salaries	8,535,991	0
Departmental Allotment	1,063,832	0
Employee Benefits	3,175,130	0
Sub-Total Departmental Allotment	4,238,962	0
Total	12,774,953	404,000

Departmental Summary: Lehigh Valley

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	373,486	0
Wages	0	0
Sub-Total Salaries	373,486	0
Dept Allot Excl Emp Benefits	1,340	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,340	0
Total	374,826	0
Academic Support (AS)		
Salaries	796,656	0
Wages	0	0
Sub-Total Salaries	796,656	0
Dept Allot Excl Emp Benefits	4,009	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	4,009	0
Total	800,665	0
Student Services (SS)		
Salaries	681,469	0
Wages	0	0
Sub-Total Salaries	681,469	0
Dept Allot Excl Emp Benefits	369,327	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	369,327	0
Total	1,050,796	0

Departmental Summary: Lehigh Valley

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	3,427,703	0
Wages	0	0
Sub-Total Salaries	3,427,703	0
Dept Allot Excl Emp Benefits	2,434	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,434	0
Total	3,430,137	1
Extension and Public Services		
Salaries	2,940	0
Wages	0	0
Sub-Total Salaries	2,940	0
Dept Allot Excl Emp Benefits	104,319	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	104,319	0
Total	107,259	154,000
Physical Plant Operations (PP)		
Salaries	507,666	0
Wages	0	0
Sub-Total Salaries	507,666	0
Dept Allot Excl Emp Benefits	182,792	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	182,792	0
Total	690,458	0

Departmental Summary: Lehigh Valley

General Funds	2019-2020	
	Expense	Dept. Income
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,708,190	0
Sub-Total Departmental Allotment	2,708,190	0
Total	2,708,190	0
Fund Total: General Funds		
Academic Salaries	3,145,008	0
Support Salaries	2,644,912	0
Wages	0	0
Sub-Total Salaries	5,789,920	0
Departmental Allotment	664,221	0
Employee Benefits	2,708,190	0
Sub-Total Departmental Allotment	3,372,411	0
Total	9,162,331	154,001

Departmental Summary: Mont Alto

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	429,313	0
Wages	0	0
Sub-Total Salaries	429,313	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	0 429,313	0
I Oldi	429,313	U
Academic Support (AS)		
Salaries	480,439	0
Wages	0	0
Sub-Total Salaries	480,439	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	480,439	0
Student Services (SS)		
Salaries	754,597	0
Wages	0	0
Sub-Total Salaries	754,597	0
Dept Allot Excl Emp Benefits	395,587	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	395,587	0
Total	1,150,184	1,950

Departmental Summary: Mont Alto

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	5,002,537 0 5,002,537 -160,000 0 -160,000 4,842,537	0 0 0 0 0 200
Extension and Public Services Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	85,380 0 85,380 0 0 0 85,380	0 0 0 0 0 85,380
Student Aid (SA) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 30,000 0 30,000 30,000	0 0 0 0 0 0

Departmental Summary: Mont Alto

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	913,021	0
Wages	0	0
Sub-Total Salaries	913,021	0
Dept Allot Excl Emp Benefits	331,700	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	331,700	0
Total	1,244,721	1,850
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	3,010,491	0
Sub-Total Departmental Allotment	3,010,491	0
Total	3,010,491	0
Fund Total: General Funds		
Academic Salaries	5,164,333	0
Support Salaries	2,500,954	0
Wages	0	0
Sub-Total Salaries	7,665,287	0
Departmental Allotment	597,287	0
Employee Benefits	3,010,491	0
Sub-Total Departmental Allotment	3,607,778	0
Total	11,273,065	89,380

Departmental Summary: New Kensington

General Funds 2019-2020		
Expense	Dept. Income	
Institutional Support (IS)		
Salaries 1,362,230	0	
Wages 0	0	
Sub-Total Salaries 1,362,230	0	
Dept Allot Excl Emp Benefits 133,163	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 133,163	0	
Total 1,495,393	0	
Academic Support (AS)		
Salaries 338,508	0	
Wages 0	0	
Sub-Total Salaries 338,508	0	
Dept Allot Excl Emp Benefits 136,185	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 136,185	0	
Total 474,693	500	
Student Services (SS)		
Salaries 831,913	0	
Wages 0	0	
Sub-Total Salaries 831,913	0	
Dept Allot Excl Emp Benefits 344,317	0	
Employee Benefits 0	0	
Sub-Total Departmental Allotment 344,317	0	
Total 1,176,230	0	

Departmental Summary: New Kensington

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)	0.040.007	
Salaries	3,016,967	0
Wages		0
Sub-Total Salaries Dept Allot Excl Emp Benefits	3,016,967 66,716	0 0
Employee Benefits	00,710	0
Sub-Total Departmental Allotment	66,716	Ő
Total	3,083,683	2,300
Extension and Public Services		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	5,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	5,000	0
Total	5,000	150,000
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits Employee Benefits	30,000 0	0 0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0
	,	•

Departmental Summary: New Kensington

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	597,473	0
Wages	0	0
Sub-Total Salaries	597,473	0
Dept Allot Excl Emp Benefits	471,528	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	471,528	0
Total	1,069,001	4,000
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,413,989	0
Sub-Total Departmental Allotment	2,413,989	0
Total	2,413,989	0
Fund Total: General Funds		
Academic Salaries	3,444,149	0
Support Salaries	2,702,942	0
Wages	0	0
Sub-Total Salaries	6,147,091	0
Departmental Allotment	1,186,909	0
Employee Benefits	2,413,989	0
Sub-Total Departmental Allotment	3,600,898	0
Total	9,747,989	156,800

Departmental Summary: Schuylkill

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	266,400	0
Wages	0	0
Sub-Total Salaries	266,400	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	266,400	0
Academic Support (AS)		
Salaries	835,841	0
Wages	0	0
Sub-Total Salaries	835,841	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	835,841	0
Student Services (SS)		
Salaries	368,711	0
Wages	0	0
Sub-Total Salaries	368,711	0
Dept Allot Excl Emp Benefits	259,773	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	259,773	0
Total	628,484	0

Departmental Summary: Schuylkill

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	4,737,289 76,788 4,814,077 29,900 0 29,900 4,843,977	0 0 0 0 0 0 0
Extension and Public Services Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	19,602 0 19,602 18,023 0 18,023 37,625	0 0 0 0 0 37,625
Student Aid (SA) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 400,000 0 400,000 400,000	0 0 0 0 0 0

Departmental Summary: Schuylkill

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	778,884	0
Wages	0	0
Sub-Total Salaries	778,884	0
Dept Allot Excl Emp Benefits	288,340	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	288,340	0
Total	1,067,224	1,000
Employee Benefits (SB)		
Salaries	0	0
Wages	ů 0	ů 0
Sub-Total Salaries	ů 0	ů 0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,633,174	0
Sub-Total Departmental Allotment	2,633,174	0
Total	2,633,174	0
Fund Total: General Funds		
Academic Salaries	4,898,263	0
Support Salaries	2,108,464	0
Wages	76,788	0
Sub-Total Salaries	7,083,515	0
Departmental Allotment	996,036	0
Employee Benefits	2,633,174	0
Sub-Total Departmental Allotment	3,629,210	0
Total	10,712,725	38,625

Departmental Summary: Scranton

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	462,121	0
Wages	1,500	0
Sub-Total Salaries	463,621	0
Dept Allot Excl Emp Benefits	186,557	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	186,557	0
Total	650,178	200
Academic Support (AS)		
Salaries	741,401	0
Wages	23,500	0
Sub-Total Salaries	764,901	0
Dept Allot Excl Emp Benefits	44,799	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	44,799	0
Total	809,700	400
Student Services (SS)		
Salaries	926,004	0
Wages	12,500	0 0
Sub-Total Salaries	938,504	0
Dept Allot Excl Emp Benefits	495,165	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	495,165	0
Total	1,433,669	250

Departmental Summary: Scranton

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries	5,352,985	0
Wages	16,068	0
Sub-Total Salaries	5,369,053	0
Dept Allot Excl Emp Benefits	115,500	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	115,500	0
Total	5,484,553	0
Extension and Public Services		
Salaries	112,840	0
Wages	2,509	0
Sub-Total Salaries	115,349	0
Dept Allot Excl Emp Benefits	108,777	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	108,777 224,126	0 249,760
Total	224,120	249,700
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	20,000	0
Dept Allot Excl Emp Benefits Employee Benefits	30,000 0	0 0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0 0

Departmental Summary: Scranton

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)	700 700	0
Salaries	739,736	0
Wages	10,000	0
Sub-Total Salaries Dept Allot Excl Emp Benefits	749,736 513,240	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	513,240	0
Total	1,262,976	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	3,007,495	0
Sub-Total Departmental Allotment	3,007,495	0
Total	3,007,495	0
Fund Total: General Funds		
Academic Salaries	5,485,233	0
Support Salaries	2,849,854	0
Wages	66,077	0
Sub-Total Salaries	8,401,164	0
Departmental Allotment	1,494,038	0
Employee Benefits	3,007,495	0
Sub-Total Departmental Allotment Total	4,501,533 12,902,697	0 250,610
IUtal	12,302,037	200,010

Departmental Summary: Shenango

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	349,176	0
Wages	5,700	0
Sub-Total Salaries	354,876	0
Dept Allot Excl Emp Benefits	63,066	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	63,066	0
Total	417,942	0
Academic Support (AS)		
Salaries	239,245	0
Wages	0	0
Sub-Total Salaries	239,245	0
Dept Allot Excl Emp Benefits	5,434	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	5,434	0
Total	244,679	0
Student Services (SS)		
Salaries	635,604	0
Wages	19,458	0
Sub-Total Salaries	655,062	0 0
Dept Allot Excl Emp Benefits	191,476	ů 0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment	191,476	0
Total	846,538	0

Departmental Summary: Shenango

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	2,654,475	0
Wages	0	0
Sub-Total Salaries	2,654,475	0
Dept Allot Excl Emp Benefits	-93,807	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	-93,807 2,560,668	0 0
Total	2,500,000	U
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	30,000	0 0
lotal	30,000	U
Physical Plant Operations (PP)		
Salaries	525,163	0
Wages	10,500	0
Sub-Total Salaries	535,663	0
Dept Allot Excl Emp Benefits	381,324	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	381,324	0
Total	916,987	0

Departmental Summary: Shenango

General Funds	2019-20	2019-2020	
	Expense	Dept. Income	
Employee Benefits (SB)			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	0	0	
Employee Benefits	1,591,215	0	
Sub-Total Departmental Allotment	1,591,215	0	
Total	1,591,215	0	
Fund Total: General Funds			
Academic Salaries	2,584,909	0	
Support Salaries	1,818,754	0	
Wages	35,658	0	
Sub-Total Salaries	4,439,321	0	
Departmental Allotment	577,493	0	
Employee Benefits	1,591,215	0	
Sub-Total Departmental Allotment	2,168,708	0	
Total	6,608,029	0	

Departmental Summary: Wilkes-Barre

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	440,420	0
Wages	0	0
Sub-Total Salaries	440,420	0
Dept Allot Excl Emp Benefits	60,788	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	60,788	0
Total	501,208	0
Academic Support (AS)		
Salaries	352,869	0
Wages	6,130	0
Sub-Total Salaries	358,999	0
Dept Allot Excl Emp Benefits	2,800	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,800	0
Total	361,799	0
Student Services (SS)		
Salaries	585,522	0
Wages	1,100	0
Sub-Total Salaries	586,622	0 0
Dept Allot Excl Emp Benefits	161,549	ů 0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment	161,549	0
Total	748,171	0

Departmental Summary: Wilkes-Barre

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	3,306,004	0
Wages	0	0
Sub-Total Salaries	3,306,004	0
Dept Allot Excl Emp Benefits	16,310	0
Employee Benefits Sub-Total Departmental Allotment	0 16,310	0 0
Total	3,322,314	0
Total	0,022,014	0
Extension and Public Services		
Salaries	40,000	0
Wages	12,000	0
Sub-Total Salaries	52,000	0
Dept Allot Excl Emp Benefits	136,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	136,000	0
Total	188,000	188,000
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	30,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	30,000	0
Total	30,000	0

Departmental Summary: Wilkes-Barre

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	464,156	0
Wages	0	0
Sub-Total Salaries	464,156	0
Dept Allot Excl Emp Benefits	359,949	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	359,949	0
Total	824,105	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	2,074,388	0
Sub-Total Departmental Allotment	2,074,388	0
Total	2,074,388	0
Fund Total: General Funds		
Academic Salaries	2,936,116	0
Support Salaries	2,252,855	0
Wages	19,230	0
Sub-Total Salaries	5,208,201	0
Departmental Allotment	767,396	0
Employee Benefits	2,074,388	0
Sub-Total Departmental Allotment	2,841,784	0
Total	8,049,985	188,000

Departmental Summary: York

General Funds	2019-2020	2019-2020	
	Expense	Dept. Income	
Institutional Support (IS)			
Salaries	1,344,355	0	
Wages		0	
Sub-Total Salaries Dept Allot Excl Emp Benefits	1,344,355 0	0 0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	Ő	0	
Total	1,344,355	0	
Academic Support (AS)			
Salaries	409,141	0	
Wages	0	0	
Sub-Total Salaries	409,141	0	
Dept Allot Excl Emp Benefits	21,727	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment Total	21,727 430,868	0 0	
Student Services (SS)	000.000	•	
Salaries	893,808	0	
Wages Sub-Total Salaries	0 893,808	0 0	
Dept Allot Excl Emp Benefits	423,491	0	
Employee Benefits	0	Õ	
Sub-Total Departmental Allotment	423,491	0	
Total	1,317,299	0	

Departmental Summary: York

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	6,008,767 22,980 6,031,747 16,000 0 16,000 6,047,747	0 0 0 0 0 0
Extension and Public Services Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	524,615 0 524,615 200,148 0 200,148 724,763	0 0 0 0 0 724,763
Student Aid (SA) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 30,000 0 30,000 30,000	0 0 0 0 0 0

Departmental Summary: York

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	754,913	0
Wages	0	0
Sub-Total Salaries	754,913	0
Dept Allot Excl Emp Benefits	529,821 0	0
Employee Benefits Sub-Total Departmental Allotment	529,821	0 0
Total	1,284,734	0
Total	1,204,704	0
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	3,299,996	0
Sub-Total Departmental Allotment	3,299,996	0
Total	3,299,996	0
Fund Total: General Funds		
Academic Salaries	6,261,226	0
Support Salaries	3,674,373	0
Wages	22,980	0
Sub-Total Salaries	9,958,579	0
Departmental Allotment	1,221,187	0
Employee Benefits	3,299,996	0
Sub-Total Departmental Allotment	4,521,183	0
Total	14,479,762	724,763

Departmental Summary: VP for Commonwealth Campuses

General Funds	2019-2020	
	Expense	Dept. Income
Institutional Support		
Salaries	537,804	0
Wages	0	0
Sub-Total Salaries	537,804	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	0 537,804	0 0
TOLAI	557,004	0
Human Resources		
Salaries	766,908	0
Wages	0	0
Sub-Total Salaries	766,908	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	0	0
Total	766,908	0
Student Services		
Salaries	202,036	0
Wages	0	0
Sub-Total Salaries	202,036	0
Dept Allot Excl Emp Benefits	461,497	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	461,497	0
Total	663,533	0

Departmental Summary: VP for Commonwealth Campuses

General Funds	2019-2020	
	Expense	Dept. Income
Instruction		
Salaries	6,624,770	0
Wages	0	0
Sub-Total Salaries	6,624,770	0
Dept Allot Excl Emp Benefits	1,990,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,990,000	0
Total	8,614,770	0
Academic Support		
Salaries	8,584,678	0
Wages	0	0
Sub-Total Salaries	8,584,678	0
Dept Allot Excl Emp Benefits	100,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	100,000	0
Total	8,684,678	0
VPCC - Vol. Retirement Program		
Salaries	254,181	0
Wages	204,101	0
Sub-Total Salaries	254,181	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	115,651	Ũ
Sub-Total Departmental Allotment	115,651	Ő
Total	369,832	0
)	•

Departmental Summary: VP for Commonwealth Campuses

General Funds	2019-2020	
	Expense	Dept. Income
Student Aid		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	824,278	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	824,278	0
Total	824,278	0
Employee Benefits		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	3,260,785	0
Sub-Total Departmental Allotment	3,260,785	0
Total	3,260,785	0
Fund Total: General Funds		
Academic Salaries	9,019,910	0
Support Salaries	7,950,467	0
Wages	0	0
Sub-Total Salaries	16,970,377	0
Departmental Allotment	3,375,775	0
Employee Benefits	3,376,436	0
Sub-Total Departmental Allotment	6,752,211	0
Total	23,722,588	0

Total - Commonwealth Campuses (Includes VP for Commonwealth Campuses)

	2019-2020	2019-2020 Budget	
		Dept.	
	Expense	Income	
General Funds			
Academic Salaries	155,971,635		
Support Salaries	85,845,139		
Wages	1,285,807		
Sub-Total Salaries	243,102,581		
Dept Allot Excl Emp Benefits	39,119,619		
Employee Benefits	94,942,749		
Sub-Total Departmental Allotment	134,062,368		
Total	377,164,949	5,383,920	

Great Valley

Departmental Summary: Great Valley

General Funds	2019-2020	
	Expense	Dept. Income
Academic Support (AS)		
Salaries	1,013,531	0
Wages	0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits	1,013,531	0 0
Employee Benefits	0	0
Sub-Total Departmental Allotment	Õ	Ő
Total	1,013,531	0
Student Services (SS)		
Salaries	419,972	0
Wages	0	0
Sub-Total Salaries	419,972	0
Dept Allot Excl Emp Benefits	91,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	91,000 510,972	0 0
Resident Instruction (RI)	0.040.470	0
Salaries	3,249,176	0
Wages Sub-Total Salaries	0 3,249,176	0 0
Dept Allot Excl Emp Benefits	3,249,170 0	0
Employee Benefits	ů 0	ů 0
Sub-Total Departmental Allotment	0	0
Total	3,249,176	0

Departmental Summary: Great Valley

General Funds	2019-2020	
	Expense	Dept. Income
Extension and Public Services Salaries	0	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	0 0 0	0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 0 0	0 0 595,000
Physical Plant Operations (PP)		,
Salaries	513,130	0
Wages	0	0
Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits	513,130 250,000 0	0 0 0
Sub-Total Departmental Allotment Total	250,000 763,130	0 420,000
Employee Benefits (SB)		
Salaries	0	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	0 0 0	0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	2,339,031 2,339,031 2,339,031	0 0 0
iviai	2,000,001	0

Departmental Summary: Great Valley

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	3,411,842	0
Support Salaries	1,783,967	0
Wages	0	0
Sub-Total Salaries	5,195,809	0
Departmental Allotment	341,000	0
Employee Benefits	2,339,031	0
Sub-Total Departmental Allotment	2,680,031	0
Total	7,875,840	1,015,000

Total - Great Valley

	2019-2020 E	2019-2020 Budget	
	Expense	Dept. Income	
General Funds			
Academic Salaries	3,411,842		
Support Salaries	1,783,967		
Wages	0		
Sub-Total Salaries	5,195,809		
Dept Allot Excl Emp Benefits	341,000		
Employee Benefits	2,339,031		
Sub-Total Departmental Allotment	2,680,031		
Total	7,875,840	1,015,000	

Central Budget and General Income

Departmental Summary: Central Budgets

General Funds	2019-2020	
	Expense	Dept. Income
Facilities Fee		
Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 9,914,000 0 9,914,000 9,914,000	0 0 0 0 0 0
Tuition & Fees Offset Accounts Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 2,835,653 0 2,835,653 2,835,653	0 0 0 0 0 0 0
University Reserves Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 31,669,656 1,904,184 33,573,840 33,573,840	0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Admin Overhead		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	-17,209,164	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	-17,209,164	0
Total	-17,209,164	0
Opportunity Fund		
Salaries	20,004	0
Wages	0	0
Sub-Total Salaries	20,004	0
Dept Allot Excl Emp Benefits	1,289,504	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,289,504	0
Total	1,309,508	0
Academic Reserves		
Salaries	0	0
Wages	0	0 0
Sub-Total Salaries	0	0 0
Dept Allot Excl Emp Benefits	18,916,687	0 0
Employee Benefits	0	0 0
Sub-Total Departmental Allotment	18,916,687	Ő
Total	18,916,687	0
	-,	-

General Funds	2019-2020	
	Expense	Dept. Income
Fuel and Utilities Reserve		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits Employee Benefits	4,556,309 0	0
Sub-Total Departmental Allotment	4,556,309	0 0
Total	4,556,309	0
Grants-In-Aid Tuition Increase		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	2,214,220	0
Employee Benefits	0	0
Sub-Total Departmental Allotment Total	2,214,220 2,214,220	0
i Otal	2,214,220	0
Non-Regular Cost Increases		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	2,500,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	2,500,000	0
Total	2,500,000	0

General Funds	2019-2020	
	Expense	Dept. Income
Student Activities Fee Salaries	0	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	0 0 536,000	0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	0 536,000 536,000	0 0 0
Student Facilities Fee Salaries	0	0
Wages Sub-Total Salaries	0 0 0	0 0 0
Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment	-485,260 0 -485,260	0 0 0
Total	-485,260	0
International Student Fee Salaries	0	0
Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	0 0 750,000 0 750,000 750,000	0 0 0 0 0 0

General Funds	2019-2020	
	Expense	Dept. Income
Cost Savings		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	-36,528,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	-36,528,000	0
Total	-36,528,000	0
Agric Research and Extension		
Salaries	0	0
Wages	0 0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	-72,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	-72,000	0
Total	-72,000	0
Employee Denefite		
Employee Benefits Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	88,410,895	0
Employee Benefits	00,+10,000	0
Sub-Total Departmental Allotment	88,410,895	0 0
Total	88,410,895	360,000
	,,	,

General Funds	2019-2020	
	Expense	Dept. Income
Fund Total: General Funds		
Academic Salaries	20,004	0
Support Salaries	0	0
Wages	0	0
Sub-Total Salaries	20,004	0
Departmental Allotment	109,298,500	0
Employee Benefits	1,904,184	0
Sub-Total Departmental Allotment	111,202,684	0
Total	111,222,688	360,000

Total - Central Budgets

	2019-2020	2019-2020 Budget	
	Expense	Dept. Income	
General Funds			
Academic Salaries	20,004		
Support Salaries	0		
Wages	0		
Sub-Total Salaries	20,004		
Dept Allot Excl Emp Benefits	109,298,500		
Employee Benefits	1,904,184		
Sub-Total Departmental Allotment	111,202,684		
Total	111,222,688	360,000	

Departmental Summary: General Income

General Funds 20		19-2020	
	Expense	Dept. Income	
Estimated General Income			
Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Dept Allot Excl Emp Benefits	120,000	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	120,000	0	
Total	120,000	1,976,955,216	
Fund Total: General Funds			
Academic Salaries	0	0	
Support Salaries	0	0	
Wages	0	0	
Sub-Total Salaries	0	0	
Departmental Allotment	120,000	0	
Employee Benefits	0	0	
Sub-Total Departmental Allotment	120,000	0	
Total	120,000	1,976,955,216	

Total - General Income

	2019-2020	2019-2020 Budget	
		Dept.	
	Expense	Income	
General Funds			
Academic Salaries	0		
Support Salaries	0		
Wages	0		
Sub-Total Salaries	0		
Dept Allot Excl Emp Benefits	120,000		
Employee Benefits	0		
Sub-Total Departmental Allotment	120,000		
Total	120,000	1,976,955,216	

Dickinson School of Law

Departmental Summary: Dickinson School of Law

General Funds	2019-2020 *	
	Expense	Dept. Income
Institutional Support (IS) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits	1,019,280 27,000 1,046,280 929,448	0 0 0 0
Employee Benefits Sub-Total Departmental Allotment Total	929,448 0 929,448 1,975,728	0 0 14,592,520
Academic Support (AS) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	708,660 30,000 738,660 911,500 0 911,500 1,650,160	0 0 0 0 0 0
Student Services (SS) Salaries Wages Sub-Total Salaries Dept Allot Excl Emp Benefits Employee Benefits Sub-Total Departmental Allotment Total	820,448 35,500 855,948 664,505 0 664,505 1,520,453	0 0 0 0 0 50,000

Departmental Summary: Dickinson School of Law

General Funds	2019-2020 *	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	3,103,581	0
Wages	57,420	0
Sub-Total Salaries	3,161,001	0
Dept Allot Excl Emp Benefits	154,789	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	154,789	0
Total	3,315,790	0
Extension and Public Services		
Salaries	374,475	0
Wages	41,460	0
Sub-Total Salaries	415,935	0
Dept Allot Excl Emp Benefits	105,500	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	105,500	0
Total	521,435	30,000
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	4,425,664	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	4,425,664	ů 0
Total	4,425,664	0
	., .==,== .	•

Departmental Summary: Dickinson School of Law

General Funds	2019-2020 *	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	299,438	0
Wages	5,000	0
Sub-Total Salaries	304,438	0
Dept Allot Excl Emp Benefits	564,957	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	564,957	0
Total	869,395	19,808
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	413,703	0
Sub-Total Departmental Allotment	413,703	0
Total	413,703	0
Fund Total: General Funds		
Academic Salaries	4,147,604	0
Support Salaries	2,178,278	0
Wages	196,380	0
Sub-Total Salaries	6,522,262	0
Departmental Allotment	7,756,363	0
Employee Benefits	413,703	0
Sub-Total Departmental Allotment	8,170,066	0
Total	14,692,328	14,692,328

Total - Dickinson School of Law

	2019-2020	2019-2020 Budget *	
	Expense	Dept. Income	
General Funds		moonio	
Academic Salaries	4,147,604		
Support Salaries	2,178,278		
Wages	196,380		
Sub-Total Salaries	6,522,262		
Dept Allot Excl Emp Benefits	7,756,363		
Employee Benefits	413,703		
Sub-Total Departmental Allotment	8,170,066		
Total	14,692,328	14,692,328	

* Includes Carlisle location

Penn State Law

Departmental Summary: Penn State Law

General Funds	2019-2	
	Expense	Dept. Income
Institutional Support (IS)		
Salaries	1,744,326	0
Wages	50,520	0
Sub-Total Salaries	1,794,846	0
Dept Allot Excl Emp Benefits	1,885,270	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,885,270	0
Total	3,680,116	26,949,965
Academic Support (AS)		
Salaries	1,238,028	0
Wages	25,730	ů 0
Sub-Total Salaries	1,263,758	Ő
Dept Allot Excl Emp Benefits	1,304,000	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	1,304,000	0
Total	2,567,758	0
Student Services (SS)	4 000 744	0
Salaries	1,380,711	0
Wages	47,580	0
Sub-Total Salaries	1,428,291 612,350	0 0
Dept Allot Excl Emp Benefits Employee Benefits	012,350	0
Sub-Total Departmental Allotment	612,350	0
Total	2,040,641	0
ισιαι	2,040,041	0

Departmental Summary: Penn State Law

General Funds	2019-2020	
	Expense	Dept. Income
Resident Instruction (RI)		
Salaries	7,202,997	0
Wages	251,360	0
Sub-Total Salaries	7,454,357	0
Dept Allot Excl Emp Benefits	353,750	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	353,750	0
Total	7,808,107	5,500
Extension and Public Services		
Salaries	1,519,961	0
Wages	56,930	0
Sub-Total Salaries	1,576,891	0
Dept Allot Excl Emp Benefits	338,750	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	338,750	0
Total	1,915,641	375,000
Student Aid (SA)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	3,744,265	0
Employee Benefits	0,711,200	0
Sub-Total Departmental Allotment	3,744,265	ů 0
Total	3,744,265	Õ
	-,	•

Departmental Summary: Penn State Law

General Funds	2019-2020	
	Expense	Dept. Income
Physical Plant Operations (PP)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	234,828	0
Employee Benefits	0	0
Sub-Total Departmental Allotment	234,828	0
Total	234,828	10,000
Employee Benefits (SB)		
Salaries	0	0
Wages	0	0
Sub-Total Salaries	0	0
Dept Allot Excl Emp Benefits	0	0
Employee Benefits	5,349,109	0
Sub-Total Departmental Allotment	5,349,109	0
Total	5,349,109	0
Fund Total: General Funds		
Academic Salaries	10,089,540	0
Support Salaries	2,996,483	0
Wages	432,120	0
Sub-Total Salaries	13,518,143	0
Departmental Allotment	8,473,213	0
Employee Benefits	5,349,109	0
Sub-Total Departmental Allotment	13,822,322	0
Total	27,340,465	27,340,465

Total - Penn State Law

	2019-2020	Budget
		Dept.
	Expense	Income
General Funds		
Academic Salaries	10,089,540	
Support Salaries	2,996,483	
Wages	432,120	
Sub-Total Salaries	13,518,143	
Dept Allot Excl Emp Benefits	8,473,213	
Employee Benefits	5,349,109	
Sub-Total Departmental Allotment	13,822,322	
Total	27,340,465	27,340,465

* Includes University Park location

College of Medicine

Departmental Summary: College of Medicine

General Funds	2019-2	2020 * Dept.
	Expense	Income
College of Medicine		
Salaries	40,693,380	0
Wages	20,000	0
Sub-Total Salaries	40,713,380	0
Dept Allot Excl Emp Benefits	149,236,134	0
Employee Benefits	9,665,012	0
Sub-Total Departmental Allotment	158,901,146	0
Total	199,614,526	199,614,526
Fund Total: General Funds		
Academic Salaries	22,552,132	0
Support Salaries	18,141,248	0
Wages	20,000	0
Sub-Total Salaries	40,713,380	0
Departmental Allotment	149,236,134	0
Employee Benefits	9,665,012	0
Sub-Total Departmental Allotment	158,901,146	0
Total	199,614,526	199,614,526

* excludes Medical Appropriations provided to the M. S. Hershey Medical Center through the Pennsylvania Department of Public Welfare

Total - College of Medicine

	2019-2020	Budget *
		Dept.
	Expense	Income
General Funds		
Academic Salaries	22,552,132	
Support Salaries	18,141,248	
Wages	20,000	
Sub-Total Salaries	40,713,380	
Dept Allot Excl Emp Benefits	149,236,134	
Employee Benefits	9,665,012	
Sub-Total Departmental Allotment	158,901,146	
Total	199,614,526	199,614,526

* excludes Medical Appropriations provided to the M. S. Hershey Medical Center through the Pennsylvania Department of Public Welfare

TAB D

Employee Headcount and Salary Data

Employee Headcount and Salary Data

The headcount number of full-time employees and the mean and median salaries by employee classification are provided for fall semester 2018 (as of September 30, 2018). Data are shown at the academic or administrative unit level for all fund types combined. Academic employee data are shown for the following professorial ranks: professor, associate professor, assistant professor, and instructor. Academic employees with other ranks (e.g., lecturer, research associate, and research assistants) are included in the" other" category. All faculty salary data are nine-month-equivalent salaries, which is consistent with faculty salary data published nationally by the American Association of University Professors annually in *Academe* and *The Chronicle of Higher Education*.

Staff categories included in this section are: executive/administrative/ managerial, other professional non-faculty, clerical/secretarial, and technical/ service/others. These categories are based on the staff employee taxonomy that appears on the Integrated Post-Secondary Education Data Survey (IPEDS) Fall Staff Report. Staff employee headcounts also represent all fund types combined. Mean and median salaries for staff employees are determined by using actual annual salaries.

NOTE: Counts on the individual pages <u>do not</u> necessarily add up to the total pages.
 Individual pages <u>do not</u> include information for categories with 3 or less employees.
 The total pages <u>do</u> include all employees.

All University

A. Faculty	Full-Time Headcount	Mean Salary	Median Salary
Faculty Rank			
Professor	1399	\$185,647	\$148,284
Associate Professor	1457	128,400	98,226
Assistant Professor	2076	117,040	83,241
Instructor	309	71,874	64,160
Other	1541	68,517	54,188

B. Staff	Full-Time Headcount	Mean Salary	Median Salary
Executive/Administrator/Managerial **	1770	\$118,099	\$91,572
Other Professional Non-Faculty	5842	67,863	59,892
Clerical/Secretarial	2441	40,704	38,712
Technical, Service and Other	3669	48,330	47,778

*Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

All University Less

A. Faculty	Full-Time Headcount	Mean Salary	Median Salary
Faculty Rank			
Professor	1118	\$146,863	\$134,424
Associate Professor	1203	97,777	92,439
Assistant Professor	1526	77,741	73,080
Instructor	264	66,472	61,248
Other	1418	69,704	52,140

B. Staff	Full-Time Headcount	Mean Salary	Median Salary
Executive/Administrator/Managerial **	1682	\$113,277	\$88,728
Other Professional Non-Faculty	5505	68,043	58,440
Clerical/Secretarial	2333	40,319	38,136
Technical, Service and Other	3432	48,525	45,948

*Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Agricultural Sciences

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	115	\$ 143,436	\$ 132,372
Associate Professor	58	104,798	106,131
Assistant Professor	62	87,321	86,616
Instructor	8	65,354	61,488
Other	123	61,054	53,304
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	67	\$ 118,460	\$ 99,792

389

239

160

59,447

47,547

37,484 35,856

58,500

46,476

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Other Professional Non-Faculty

Technical, Service and Other

Clerical/Secretarial

Arts & Architecture

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	50	\$ 110,920	\$ 109,134
Associate Professor	71	86,804	85,572
Assistant Professor	53	67,802	70,020
Instructor	5	57,190	49,707
Other	25	53,535	48,897
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	26	\$ 106,090	\$ 78,540
Other Professional Non-Faculty	72	60,764	57,876
Clerical/Secretarial	31	47,233	44,916

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46,093 50,712

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Business - Smeal College

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	36	\$ 231,614	\$ 224,541
Associate Professor	32	192,742	189,630
Assistant Professor	32	166,919	163,233
Instructor	27	96,426	88,560
Other	29	140,142	139,815
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	43	\$ 151,768	\$ 102,588
Other Professional Non-Faculty	80	56,660	55,284
Clerical/Secretarial	47	46,250	45,324

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* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Communications

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	9	\$ 164,532	\$ 173,142
Associate Professor	21	93,408	90,243
Assistant Professor	27	86,242	78,705
Instructor	0	-	-
Other	7	68,089	72,594
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	14	\$ 122,942	\$ 100,020
Other Professional Non-Faculty	22	59,749	55,080
Clerical/Secretarial	12	39,579	39,036

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* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Earth & Mineral Sciences

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	74	\$ 163,768	\$ 156,240
Associate Professor	27	107,722	105,870
Assistant Professor	49	85,971	85,329
Instructor	0	-	-
Other	115	65,946	53,004
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	19	\$ 207,845	\$ 204,780
Other Professional Non-Faculty	61	57,106	54,708
Clerical/Secretarial	47	49,919	46,056
Technical, Service and Other	11	53,833	53,556

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Education

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	35	\$ 127,888	\$ 123,984
Associate Professor	52	99,089	100,212
Assistant Professor	68	80,059	86,004
Instructor	32	49,775	47,340
Other	3	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	12	\$ 143,054	\$ 144,636
Other Professional Non-Faculty	28	55,012	51,108
Clerical/Secretarial	39	42,228	40,884
Technical, Service and Other	8	47,804	46,584

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Engineering

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	138	\$ 158,766	\$ 148,176
Associate Professor	75	114,760	116,244
Assistant Professor	107	94,798	97,308
Instructor	1	-	-
Other	107	66,696	52,020
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	36	\$ 207,332	\$ 215,640
Other Professional Non-Faculty	162	66,922	59,220
Clerical/Secretarial	122	45,465	42,024
Technical, Service and Other	49	56,216	52,811

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Health & Human Development

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	56	\$ 145,100	\$ 140,733
Associate Professor	60	97,575	96,609
Assistant Professor	83	77,937	80,721
Instructor	26	64,641	61,875
Other	80	66,680	56,304
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	26	\$ 134,820	\$ 97,776
Other Professional Non-Faculty	102	58,179	56,292
Clerical/Secretarial	67	44,000	42,459
Technical, Service and Other	59	43,720	42,312

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Information Sciences & Technology

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	12	\$ 187,250	\$ 185,031
Associate Professor	16	127,278	127,587
Assistant Professor	23	96,773	104,040
Instructor	0	-	-
Other	16	59,285	50,004
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	12	\$ 124,552	\$ 79,944
Other Professional Non-Faculty	35	58,034	55,056
Clerical/Secretarial	13	44,189	43,140

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* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

International Affairs - School

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	5	\$ 205,055	\$ 178,587
Associate Professor	2	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	2	-	-
Other Professional Non-Faculty	1	-	-
Clerical/Secretarial	2	-	-
Technical, Service and Other	0	-	-

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Liberal Arts

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	187	\$ 155,431	\$ 143,406
Associate Professor	194	93,035	92,376
Assistant Professor	212	66,859	64,500
Instructor	0	-	-
Other	178	47,184	46,872
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	37	\$ 155,602	\$ 145,584
Other Professional Non-Faculty	121	55,458	53,340
Clerical/Secretarial	116	42,600	37,908
Technical, Service and Other	46	37,352	32,148

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Nursing

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 126,232	\$ 143,556
Associate Professor	3	-	-
Assistant Professor	13	79,585	77,670
Instructor	10	56,729	53,838
Other	6	61,115	61,320
B. Staff	Full-Time Employees	Mean Salary	Median Salary

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12

0

\$ 133,179

51,966

38,153

-

\$ 97,452

50,376

37,692

-

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments	

** Includes Academic Department Heads

Executive/Administrator/Managerial

Other Professional Non-Faculty

Technical, Service and Other

Clerical/Secretarial

Science - Eberly College

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	163	\$ 146,332	\$ 138,456
Associate Professor	82	95,494	101,622
Assistant Professor	94	76,527	80,028
Instructor	1	-	-
Other	274	57,105	50,148
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	24	\$ 185,344	\$ 156,156
Other Professional Non-Faculty	92	58,845	56,256
Clerical/Secretarial	90	41,427	38,364
Technical, Service and Other	70	44,618	40,152

Global Programs - Univ Office

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	1	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	14	\$ 100,517	\$ 78,420
Other Professional Non-Faculty	42	53,742	50,004
Clerical/Secretarial	18	39,337	38,280
Technical, Service and Other	0	-	-

Graduate School

Full-Time Employees	Mean Salary	Median Salary
0	-	-
0	-	-
0	-	-
0	-	-
0	-	-
	Employees 0 0 0 0	Employees Salary 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 -

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	14	\$ 117,884	\$ 91,536
Other Professional Non-Faculty	26	60,782	58,896
Clerical/Secretarial	10	36,792	39,552
Technical, Service and Other	0	-	-

Enterprise Information Tech

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	111	\$ 119,877	\$ 106,224
Other Professional Non-Faculty	371	72,064	69,528
Clerical/Secretarial	25	43,330	41,724
Technical, Service and Other	19	54,426	54,746

Research

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	195	118,672	105,984
B. Staff	Full-Time	Mean	Median

Employees	Salary	Salary
72	\$ 120,589	\$ 97,872
876	98,662	94,308
98	46,563	44,532
227	58,798	59,940
	72 876 98	72 \$ 120,589 876 98,662 98 46,563

Schreyer Honors College

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	9	\$ 115,875	\$ 79,500
Other Professional Non-Faculty	10	57,125	55,728
Clerical/Secretarial	6	38,816	38,040
Technical, Service and Other	0	-	-

Undergraduate Education

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	5	74,112	74,208

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	68	\$ 91,592	\$ 76,368
Other Professional Non-Faculty	153	53,984	50,016
Clerical/Secretarial	81	37,228	36,060
Technical, Service and Other	0	-	-

University Libraries

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	13	\$ 113,832	\$ 115,860
Associate Professor	31	85,007	80,868
Assistant Professor	36	67,029	63,372
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	46	\$ 79,531	\$ 69,000
Other Professional Non-Faculty	88	56,627	53,928
Clerical/Secretarial	87	37,170	35,616
Technical, Service and Other	25	58,199	58,115

University Outreach

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	20	75,953	67,104
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	96	\$ 86,576	\$ 81,840
Other Professional Non-Faculty	360	58,068	55,068
Clerical/Secretarial	83	39,514	38,544
Technical, Service and Other	30	55,144	61,298

World Campus

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	3	-	-
Other Professional Non-Faculty	0	-	-
Clerical/Secretarial	0	-	-
Technical, Service and Other	0	-	-

Athletics Rec Services & Support

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	1	-	-
Other Professional Non-Faculty	8	53,622	49,716
Clerical/Secretarial	1	-	-
Technical, Service and Other	4	54,423	49,644

Campus Recreation

Full-Time Employees	Mean Salary	Median Salary
0	-	-
0	-	-
0	-	-
0	-	-
0	-	-
	Employees 0 0 0 0	Employees Salary 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 -

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	14	\$ 64,152	\$ 58,008
Other Professional Non-Faculty	19	44,054	44,004
Clerical/Secretarial	4	40,158	36,000
Technical, Service and Other	7	46,432	47,778

Development & Alumni Relations

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	35	\$ 148,360	\$ 127,908
Other Professional Non-Faculty	236	68,613	60,840
Clerical/Secretarial	70	40,691	38,340
Technical, Service and Other	0	-	-

Educational Equity

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	12	\$ 94,622	\$ 75,612
Other Professional Non-Faculty	30	53,995	51,108
Clerical/Secretarial	10	40,681	40,068
Technical, Service and Other	0	-	-

Finance & Business

Full-Time Employees	Mean Salary	Median Salary
0	-	-
0	-	-
0	-	-
0	-	-
0	-	-
	Employees 0 0 0 0	Employees Salary 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 -

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	210	\$ 106,176	\$ 91,164
Other Professional Non-Faculty	422	57,867	57,060
Clerical/Secretarial	213	37,468	36,240
Technical, Service and Other	287	48,178	47,778

Finance & Business - Housing & Foods

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	106	\$ 68,311	\$ 56,676
Other Professional Non-Faculty	57	62,081	61,500
Clerical/Secretarial	92	35,522	34,704
Technical, Service and Other	501	40,367	38,293

Finance & Business - Physical Plant

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	43	\$ 120,109	\$ 107,100
Other Professional Non-Faculty	243	71,823	69,816
Clerical/Secretarial	39	38,329	36,684
Technical, Service and Other	1084	51,646	52,811

General & Academic Administration

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	40	\$ 183,284	\$ 129,384
Other Professional Non-Faculty	86	83,925	76,092
Clerical/Secretarial	28	46,710	43,008
Technical, Service and Other	0	-	-

Intercollegiate Athletics

Full-Time Employees	Mean Salary	Median Salary
0	-	-
0	-	-
0	-	-
0	-	-
0	-	-
	Employees 0 0 0 0	Employees Salary 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 -

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	43	\$ 123,048	\$ 91,304
Other Professional Non-Faculty	230	85,380	53,316
Clerical/Secretarial	37	38,779	36,591
Technical, Service and Other	21	51,548	49,379

Student Affairs

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	54	\$ 95,103	\$ 79,644
Other Professional Non-Faculty	211	64,801	56,664
Clerical/Secretarial	106	35,120	33,624
Technical, Service and Other	60	45,354	46,491

Strategic Communications

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	17	\$ 118,655	\$ 92,712
Other Professional Non-Faculty	31	59,960	55,704
Clerical/Secretarial	4	42,915	40,404
Technical, Service and Other	0	-	-

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Abington

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	15	\$ 114,018	\$ 111,852
Associate Professor	43	86,998	87,219
Assistant Professor	72	67,398	63,198
Instructor	3	-	-
Other	18	52,054	47,871
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	24	\$ 102,025	\$ 85,008
Other Professional Non-Faculty	65	55,031	50,472
Clerical/Secretarial	34	42,705	40,524
Technical, Service and Other	53	43,634	39,603

Altoona

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	30	\$ 110,180	\$ 105,381
Associate Professor	58	79,445	78,876
Assistant Professor	68	63,553	63,000
Instructor	44	54,753	55,161
Other	3	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	23	\$ 96,785	\$ 94,308
Other Professional Non-Faculty	77	54,055	50,436
Clerical/Secretarial	51	37,915	36,816
Technical, Service and Other	103	45,934	39,603

Beaver

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 113,598	\$ 104,904
Associate Professor	11	80,152	81,423
Assistant Professor	16	70,306	67,149
Instructor	2	-	-
Other	2	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	13	\$ 93,184	\$ 90,048
Other Professional Non-Faculty	21	54,098	53,172
Clerical/Secretarial	13	39,119	36,780
Technical, Service and Other	26	48,748	42,307

Berks

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	24	\$ 111,211	\$ 113,157
Associate Professor	43	87,419	79,686
Assistant Professor	45	69,417	67,005
Instructor	1	-	-
Other	27	60,784	59,877
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	25	\$ 81,793	\$ 77,304
Other Professional Non-Faculty	47	57,502	54,156
Clerical/Secretarial	34	39,518	38,535
Technical, Service and Other	65	45,330	41,808

Brandywine

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	11	\$ 116,842	\$ 117,036
Associate Professor	16	88,947	87,705
Assistant Professor	29	70,010	70,209
Instructor	0	-	-
Other	13	58,435	61,884
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	16	\$ 101,246	\$ 85,596
Other Professional Non-Faculty	29	55,402	52,248
Clerical/Secretarial	17	41,101	41,112
Technical, Service and Other	36	45,391	39,603

DuBois

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 110,824	\$ 108,108
Associate Professor	6	85,958	83,880
Assistant Professor	18	71,826	65,979
Instructor	0	-	-
Other	12	50,808	47,637
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	7	\$ 94,027	\$ 73,236
Other Professional Non-Faculty	23	49,567	49,284
Clerical/Secretarial	10	39,450	36,000
Technical, Service and Other	16	47,360	46,920

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Erie - Behrend

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	30	\$ 120,267	\$ 105,543
Associate Professor	70	92,836	82,998
Assistant Professor	121	78,230	73,008
Instructor	5	72,692	68,508
Other	66	65,073	64,152
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	50	\$ 96,596	\$ 75,636
Other Professional Non-Faculty	113	53,909	51,300
Clerical/Secretarial	66	38,402	36,180

122

45,915

39,603

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Technical, Service and Other

Fayette - Eberly

Clerical/Secretarial

Technical, Service and Other

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	19	84,540	82,494
Assistant Professor	11	58,474	58,122
Instructor	5	69,102	69,426
Other	10	58,554	56,000
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	8	\$ 93,472	\$ 77,844
Other Professional Non-Faculty	24	49,676	45,240

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39,069

47,841

39,624

39,603

Greater Allegheny

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	3	-	-
Associate Professor	14	85,823	83,313
Assistant Professor	11	71,290	68,391
Instructor	1	-	-
Other	7	56,686	53,964
B. Staff	Full-Time Employees	Mean Salary	Median Salary

Executive/Administrator/Managerial	12	\$ 92,007	\$ 82,224
Other Professional Non-Faculty	26	52,314	49,536
Clerical/Secretarial	16	38,500	36,372
Technical, Service and Other	25	50,184	47,778

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Harrisburg

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	28	\$ 121,037	\$ 115,614
Associate Professor	75	102,028	93,627
Assistant Professor	116	76,334	72,144
Instructor	4	70,062	64,323
Other	19	64,985	62,037
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	36	\$ 110,517	\$ 97,140
Other Professional Non-Faculty	113	59,492	55,020
Clerical/Secretarial	75	40,944	37,728
Technical, Service and Other	100	49,982	47,778

Hazleton

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	6	\$ 104,047	\$ 101,601
Associate Professor	17	89,650	85,590
Assistant Professor	21	69,274	67,617
Instructor	2	-	-
Other	3	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	13	\$ 97,796	\$ 90,336
Other Professional Non-Faculty	24	51,616	51,444
Clerical/Secretarial	11	42,982	40,008
Technical, Service and Other	39	46,620	44,751

Lehigh Valley

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	5	\$ 107,243	\$ 100,035
Associate Professor	12	81,914	82,926
Assistant Professor	12	68,093	63,135
Instructor	0	-	-
Other	14	53,310	50,769
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	12	\$ 81,874	\$ 69,240
Other Professional Non-Faculty	35	53,234	50,640
Clerical/Secretarial	15	36,588	35,796

14

47,278 41,550

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Technical, Service and Other

Mont Alto

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 91,287	\$ 90,117
Associate Professor	13	84,795	80,334
Assistant Professor	10	75,058	68,000
Instructor	29	67,486	64,593
Other	1	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	12	\$ 90,585	\$ 80,676
Other Professional Non-Faculty	22	55,444	55,500
Clerical/Secretarial	15	38,274	34,893
Technical, Service and Other	33	48,318	47,778

New Kensington

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 103,726	\$ 98,325
Associate Professor	8	90,714	79,578
Assistant Professor	11	64,500	63,972
Instructor	13	69,033	69,021
Other	2	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	9	\$ 108,263	\$ 90,216
Other Professional Non-Faculty	19	56,123	56,148
Clerical/Secretarial	10	39,161	40,200
Technical, Service and Other	14	48,757	49,379

Schuylkill

Clerical/Secretarial

Technical, Service and Other

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	4	\$ 131,393	\$ 127,719
Associate Professor	12	89,098	85,923
Assistant Professor	10	68,177	65,160
Instructor	6	53,927	51,768
Other	9	69,740	67,095
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	8	\$ 89,836	\$ 78,960
Other Professional Non-Faculty	28	53,135	51,252

13

21

40,083

50,382

38,109

49,379

Scranton

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	1	-	-
Associate Professor	15	90,971	86,247
Assistant Professor	23	72,528	68,517
Instructor	6	71,226	61,344
Other	11	56,974	51,885

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	11	\$ 104,115	\$ 92,796
Other Professional Non-Faculty	24	55,484	52,752
Clerical/Secretarial	15	40,208	38,952
Technical, Service and Other	15	47,057	47,778

Shenango

Clerical/Secretarial

Technical, Service and Other

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	1	-	-
Associate Professor	4	79,179	70,944
Assistant Professor	15	68,800	68,013
Instructor	7	60,632	62,586
Other	4	65,250	60,000
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	5	\$ 93,934	\$ 73,812
Other Professional Non-Faculty	15	51,597	55,644

9

14

36,055

51,070

35,292

49,379

Wilkes-Barre

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	5	\$ 106,618	\$ 103,986
Associate Professor	8	91,531	85,320
Assistant Professor	13	68,343	67,680
Instructor	0	-	-
Other	7	50,952	48,717
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	9	\$ 87,699	\$ 81,624
Other Professional Non-Faculty	22	56,323	54,540
Clerical/Secretarial	15	37,578	36,668

13

44,640 39,603

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Technical, Service and Other

York

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	6	\$ 111,232	\$ 107,211
Associate Professor	15	84,728	82,881
Assistant Professor	17	73,571	67,368
Instructor	0	-	-
Other	11	68,105	71,937
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	14	\$ 100,298	\$ 82,128
Other Professional Non-Faculty	23	58,988	57,084
Clerical/Secretarial	15	44,699	42,408

17 47,482 47,778

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

Technical, Service and Other

VP for Commonwealth Campuses

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	0	-	-
Associate Professor	0	-	-
Assistant Professor	0	-	-
Instructor	0	-	-
Other	0	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	12	\$ 141,601	\$ 103,776
Other Professional Non-Faculty	6	75,136	71,208
Clerical/Secretarial	5	48,370	43,728
Technical, Service and Other	0	-	-

Great Valley

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	6	\$ 144,219	\$ 139,491
Associate Professor	16	128,465	130,000
Assistant Professor	12	96,253	90,036
Instructor	0	-	-
Other	2	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	4	\$ 134,573	\$ 90,036
Other Professional Non-Faculty	27	59,799	60,048
Clerical/Secretarial	12	50,910	48,642
Technical, Service and Other	11	46,392	41,604

Dickinson School of Law

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	9	\$ 175,410	\$ 164,754
Associate Professor	2	-	-
Assistant Professor	6	119,007	123,021
Instructor	2	-	-
Other	3	-	-

B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	11	\$ 112,319	\$ 78,744
Other Professional Non-Faculty	12	60,835	65,100
Clerical/Secretarial	7	40,193	36,504
Technical, Service and Other	6	48,568	39,603

Penn State Law

Clerical/Secretarial

Technical, Service and Other

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	21	\$ 192,405	\$ 197,028
Associate Professor	2	-	-
Assistant Professor	9	104,562	90,000
Instructor	4	124,623	82,404
Other	11	132,451	144,000
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial	15	\$ 153,888	\$ 135,696
Other Professional Non-Faculty	25	59,073	58,656

13

0

40,152

-

39,396

-

College of Medicine

A. Faculty	Full-Time Employees	Mean Salary	Median Salary
Faculty Rank			
Professor	281	\$ 339,956	\$ 290,490
Associate Professor	254	273,436	244,676
Assistant Professor	550	226,079	203,674
Instructor	45	103,565	78,499
Other	123	54,824	49,044
B. Staff	Full-Time Employees	Mean Salary	Median Salary
Executive/Administrator/Managerial **	88	\$ 210,267	\$ 105,420
Other Professional Non-Faculty	337	64,910	60,072
Clerical/Secretarial	108	49,030	46,872

237

45,512

45,350

* Includes Standing, Fixed-Term Multi-Year and Fixed-Term I Appointments

** Includes Academic Department Heads

Technical, Service and Other

TAB E

Non-Salary Compensation

The Pennsylvania State University Total Employee Benefits as a Percentage of Salaries General Funds 2018-2019

36.6%

Total University (less Hershey && Penn	<u>2018-2019</u>
Total Salaries	\$1,143,581,815
Total Benefits	\$419,665,821
Percentage Of Salaries	36.7%
Total University (less Penn College)	<u>2018-2019</u>
Total Salaries	\$1,223,057,459
Total Benefits	\$447,109,246

Percentage Of Salaries

Faculty and Staff Overview of Benefits - 2019

Health Insurance

Penn State offers two medical plans administered by Aetna, one of the nation's largest healthcare networks. Both plans allow you freedom of choice of health care providers both in and out-of-network.

PPO Plan

- Salary less than \$45,000: \$250 Individual/\$500 Family in-network deductible.
- Salary \$45,001–60,000: \$375 Individual/\$750 Family in-network deductible.
- Salary \$60,001–90,000: \$500 Individual/\$1,000 Family in-network deductible.
- Salary greater than \$90,000: \$625 Individual/\$1,250 Family in-network deductible.
- 10% coinsurance; 90% paid by plan up to coinsurance out-of-pocket maximum.
- Copays; \$20 Primary Care, \$30 Specialist, \$100 ER.
- Value-Based Benefit (VBB) to help members maintain high blood pressure, high cholesterol, or diabetes (type 1 and 2) conditions. If you have not participated previously, you must contact Aetna to enroll.

PPO Savings Plan

- All salary levels: \$1,600 Individual/\$3,200 in-network deductible.
- 10% coinsurance; 90% paid by plan up to out-of-pocket coinsurance maximum.
- No copays; all services, including prescriptions, will apply to the deductible and coinsurance outof-pocket maximum.
- Automatic enrollment in a Health Savings Account (HSA).
- In order to be eligible for the PPO Savings Plan you CANNOT (1) be enrolled in Medicare collecting Social Security, (2) be enrolled in another health plan, (3) have a balance in a healthcare FSA, (4) have a J1 Visa J1 Visa holders are only eligible for the PPO Plan.

Prescription Drug

Coverage Prescription drug coverage is included as part of both medical plans and administered through CVS Caremark. There is both retail and mail-in pharmacy coverage at in-network pharmacies.

PPO Plan pharmacy benefits

- Retail Pharmacy 50% coinsurance for generic and preferred brand, 70% coinsurance for non-preferred brand.
- Mail Order 20% coinsurance for generic and preferred brand, 70% coinsurance for nonpreferred brand.
- Specialty 50% coinsurance (\$50 maximum) for preferred brand, 70% coinsurance (\$100 maximum) for non-preferred brand.
- Prescription drug out-of-pocket maximums of \$2,000 (individual) and \$8,000 (all other coverage levels).

PPO Savings Plan pharmacy benefits

- Retail Pharmacy 10% coinsurance for generic, 20% coinsurance for preferred brand, 40% coinsurance for non-preferred brand.
- Mail Order 10% coinsurance for generic, 20% coinsurance for preferred brand, 40% coinsurance for non-preferred brand.
- Specialty 20% coinsurance (\$65 maximum) for preferred brand, 40% coinsurance (\$100 maximum) for non-preferred brand.
- PPO Savings Plan deductible and coinsurance out-of-pocket maximums apply to prescription plan.

Health Savings Account

A Health Savings Account (HSA) will be opened as part of your enrollment in the PPO Savings Plan. The HSA works very similar to a Flexible Spending Account (FSA). The plan includes a debit card for easier access to funds and is administered by HealthEquity. Penn State will contribute funds to the account based on your salary, as outlined below. You also have the ability to contribute pre-tax funds through payroll.

- Penn State Contribution Salary less than \$45,000: \$800 Individual / \$1,600 Family.
- Penn State Contribution Salary \$45,000.01–60,000: \$600 Individual / \$1,200 Family.
- Penn State Contribution Salary \$60,000.01–90,000: \$400 Individual / \$800 Family.
- Penn State Contribution Salary greater than \$90,000.01: \$200 Individual / \$400 Family.
- The HSA balance rolls from year to year and moves with you if you retire or change employers
- Cannot be enrolled in both an HSA and FSA per IRS guidelines.
- Cannot be enrolled in a Medicare or other insurance plan per IRS guidelines in order to own an HSA.
- IRS contribution maximums for 2019 are \$3,500 Individual / \$7,000 Family.
- IRS allows an additional catch-up contribution in the amount of \$1,000 for age 55+.

Flexible Spending Accounts

- Pay for select medical and child care expenses on a pre-tax basis. The healthcare FSA includes a debit card for immediate access to funds.
- The IRS requires substantiation for some debit card purchases; keep your receipts!
- Health care account max of \$2,650 per individual. (For 2019, the IRS allowed contribution limit is \$2,700, however, due to a delay in the IRS notifying employers, Penn State is keeping the FSA contribution at \$2,650 which is the 2018 limit.)
- Child day care account max of \$5,000 per family.
- Convenient access to account information via HealthEquity online account.

Vision Coverage

- EyeMed's vision plan allows participants access to preventive eye exams as well as affordable glasses and lens coverage.
- Contact lens or frame allowance up \$130 at in-network providers.
- Any frame covered at 100% at Target Optical or Sears Optical (Freedom Pass).
- 40% discount on additional glasses
- Online purchasing at Glasses.com
- 40% discount on hearing exams

Dental Coverage

- Penn State's partnership with United Concordia offers a competitive dental plan designed to promote a brighter smile and complete oral wellness.
- Annual coverage maximum of \$1,500 for basic and major services.
- Preventive services covered at 100%, basic services covered at 80%, and major services covered at 60% (in-network).
- Basic & Major service deductible of \$50 individual / \$150 other coverage levels.
- Orthodontic lifetime max of \$1,500 per member.

Employee Assistance Program

The EAP is a confidential program to help resolve personal issues. Information, consultations and assistance are provided by trained counselors at Health Advocate.

- 100% CONFIDENTIAL.
- Five (5) visits per family member, per issue.
- Now offering Healthcare Help for assistance with healthcare related issues.

Short-Term Disability

Penn State's short-term disability (STD) benefits are administered by Unum and provide up to 60% of your weekly earnings, or a maximum of \$1,500 per week, after a period of 14 days or 30 days if unable to work due to illness or injury.

- Optional coverage; guaranteed acceptance when enrolling as a "new hire."
- Premiums based on your gross salary.
- Can elect a 14-day or 30-day elimination period.

Long-Term Disability

Penn State's long-term disability (LTD) benefits are administered by Unum and provide up to 60% of salary or a maximum of \$5,000 per month, after a period of 6 months if unable to work due to illness or injury.

- Optional coverage; guaranteed acceptance when enrolling as a "new hire."
- Premiums based on your gross salary.
- Add Retirement Income Protection (RIP) to continue your retirement contributions.

Life Insurance

All full-time faculty and staff employees receive a \$50,000 Unum life insurance policy at no cost. Optional life insurance is available up to \$1.5 million for the employee. Optional dependent coverage is available for a spouse up to \$250,000 and child(ren) at \$5,000 or \$10,000.

- Elect optional age-graded life insurance between 1 times your salary up to the lesser of 8 times your salary or \$1.5 million.
- Guaranteed acceptance when enrolling as a "new hire" at 3X annual salary or maximum of \$150,000. Election during other times of the year will require Evidence of Insurability (EOI) with Unum.

Accidental Death & Dismemberment Insurance (AD&D)

Penn State's AD&D insurance is administered by Unum and provides coverage both on and off the job, anywhere in the world. Dependent coverage is also available.

- Optional coverage with no proof of good health.
- Coverage amounts ranging from \$10,000 to \$300,000.

Mandatory Retirement Plans

Eligible faculty and staff must elect to participate in one of two retirement options. The Defined Contribution Plan (administered by TIAA) or the State Employees' Retirement System (SERS).

- TIAA requires you to contribute 5% of your gross wages; Penn State contributes 9.29%.
- SERS has various class options to choose from. Please review class and contributions options at <u>Selecting a Retirement Plan</u>.

Retirement Healthcare Savings Plan

Penn State will make monthly contributions to the savings plan for full-time faculty and staff hired on or after January 1, 2010; if eligible upon retirement, the accumulated savings can be used to purchase health insurance and other qualified medical expenses.

- The University remits \$144 per month into an account for you each month.
- There is NO required contribution from you.
- This is a tax-free reimbursement to you for qualified healthcare expenses after retirement.

Supplemental Retirement Plans

Penn State employees have the option to contribute more to retirement. You can choose from 403(b) and 457(b) plans offered by TIAA.

- Available regardless of whether you participate in TIAA or SERS for your regular retirement plan.
- Annual contribution limit of \$19,000 (plus an additional \$6,000 if 50 or older), in both 403(b) and 457(b) accounts.

Educational Privileges

Educational privileges are available to regular full-time faculty and staff members, their spouse, and their children. The grant-in-aid is for 75% of the tuition charge and applies to Penn State resident instruction and continuing education credit courses.

- Employees and spouses may use the discount toward all degree levels, no waiting period.
- Dependents are eligible up to age 26; see additional eligibility rules in Policy HR37.

VACATION DONATION

In the unfortunate occasion you experience a personal catastrophic event that results in absence from work for a prolonged period of time, University policies outline procedures for the use of applicable paid time off and leaves of absence without pay. In the event that you exhaust all applicable paid time off, coworkers in your work unit may want to donate some of their accumulated vacation time for you to use.

Donation of any vacation time needs to be arranged through your <u>Human</u> <u>Resources Strategic Partner</u> so that donations remain anonymous. If it is determined you qualify for the vacation donation program, your <u>Human</u> <u>Resources Strategic Partner</u> will communicate there is a need for the time. If time is donated, they will inform you of how much time you have received, but not who has donated. Donations may only be made within your own work unit as defined by the Budget Executive. Employees may donate one day of accumulate vacation at a time.

HRG03 Charging Sick Leave for an Absence for an Employee who Reports He/She is Emotionally Ill

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: May 20, 1969 THIS VERSION EFFECTIVE: January 11, 1985

Content:

- Purpose
- Provisions for Charging Time as Sick Leave

PURPOSE:

To determine how to charge an employee who is unable to work because of an emotional problem.

PROVISIONS FOR CHARGING TIME AS SICK LEAVE:

If an employee reports that he or she is suffering emotional upset so great as to cause absence from work, that employee will be permitted to charge the time missed from work as sick leave provided:

- The employee was under a physician's care and,
- The employee presents a certificate from the physician verifying that the employee was unable to work because of the emotional upset.

Retitled "Human Resources Guideline"

HRG04 Charging Absence to Accumulated Sick Leave when an Employee is Hospitalized while on Vacation

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: October 23, 1969 THIS VERSION EFFECTIVE: January 11, 1985

Content:

- Purpose
- Conditions
- Layoff or Leave of Absence Without Pay

PURPOSE:

To permit an employee to charge time off to accumulated sick leave rather than accumulated vacation, when an employee is hospitalized while on scheduled vacation.

CONDITIONS:

If an employee returns from scheduled vacation and reports that he/she was hospitalized while on vacation, that employee will be permitted to charge the time spent in the hospital to accumulated sick leave under the following conditions:

- 1. The employee was admitted to an accredited hospital by a licensed physician.
- 2. The employee's confinement qualifies for hospital insurance room and board coverage of one or more days.
- 3. The employee provides verification of the time spent in the hospital. Such verification can be either a hospital claim submitted to the University or an official statement from the hospital.

LAYOFF OR LEAVE OF ABSENCE WITHOUT PAY:

An employee who elects to use accumulated vacation at the beginning of a layoff, and who is hospitalized while using vacation time, will continue to charge the time as vacation, not to exceed the employee's accumulated vacation balance.

An employee who is on leave of absence without pay, and who enters the hospital, will not be permitted to receive pay by charging time spent in the hospital to accumulated sick leave.

Retitled "Human Resources Guideline"

HRG05 Use of "No-Pay" Days in Lieu of Short-Term Leave of Absence

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: February, 1970 THIS VERSION EFFECTIVE: January 11, 1985

Content:

- Purpose
- Charging For Time Missed From Work
- Establishing a Leave of Absence Without Pay

PURPOSE:

To determine when a leave of absence without pay for illness or injury shall be established.

CHARGING FOR TIME MISSED FROM WORK:

When a regular employee is absent from work for illness or injury and the employee has no accumulated sick leave or vacation, the employee will be charged with a "no-pay" day. The employee's paycheck will reflect the time missed from work.

ESTABLISHING A LEAVE OF ABSENCE WITHOUT PAY:

If an employee is absent for illness or injury and has no accrued sick leave or vacation, that employee shall be given "no-pay" days if the absence is for less than ten normal work days. However, if such an absence exceeds nine normal work days, the employee shall be placed on a leave of absence without pay beginning with the first day of such absence.

Retitled "Human Resources Guideline"

HRG07 Absence from Work Resulting from Pregnancy or Childbirth

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: March 16, 1971 THIS VERSION EFFECTIVE: January 24, 1985

Content:

- Purpose
- Intent of Regulations
- Short-Term, Infrequent Absences
- Prolonged Absence Related to Pregnancy and Childbirth
- Date of Return to Active Employment
- Early Return to Work

PURPOSE:

To explain a female employee's rights under equal employment opportunity regulations for charging absences to sick leave accumulation, or for a leave of absence without pay because of pregnancy, miscarriage, abortion, childbirth, and recovery therefrom. (See also HR16.)

INTENT OF REGULATIONS:

Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom, are, for all job-related purposes, temporary disabilities. Written and unwritten employment policies and practices involving matters such as the commencement and duration of leave, the availability of extensions, the accrual of seniority and other benefits and privileges, and payment under any sick leave plan, shall be applied to disability due to pregnancy or childbirth on the same terms and conditions as they are applied to other temporary disabilities.

SHORT-TERM, INFREQUENT ABSENCES:

Short-term infrequent absences for illness resulting from pregnancy are charged to accumulated sick leave.

PROLONGED ABSENCE RELATED TO PREGNANCY AND CHILDBIRTH:

When it is determined that the employee cannot continue actively at work prior to childbirth, the employee shall charge such absence to accumulated sick leave. (If accumulated sick leave is expended, the employee shall be placed on leave of absence without pay, with the employee's option to use or not use all or part of accumulated vacation, personal holiday, or compensatory time off prior to the leave commencing.) The length of leave of absence without pay is subject to the limitations outlined in policies covering leave of absence related to illness or injury.

Normally, prolonged absence should begin no earlier than the eighth month of pregnancy. This is no mandate, however, that an employee must be relieved from active employment during the eight month. If the employee is healthy and able to do her work, she should continue to work beyond that time. If, on the other hand, in the judgment of the supervisor the employee is not effectively able to continue to work, prolonged absence may commence earlier at the request of the employee, upon presentation of an acceptable written statement from the employee's attending physician stating that earlier absence is medically necessary. Such requests may be subject to review before approval by the University.

DATE OF RETURN TO ACTIVE EMPLOYMENT:

At the time the employee commences prolonged absence from work prior to childbirth, the supervisor establishes a tentative date of return with the employee. Normally, the date of return should be no more than six weeks following the birth of the child, unless there are medical complications related to the childbirth which merit consideration for an extension of the absence. At the discretion of the supervisor, an employee requesting an extension may be required to submit a written statement from her attending physician indicating the medical necessity for the extension. Such requests may be subject to review before approval by the University. If the employee does not return within the time established, or any extension thereof, her employment shall be terminated.

EARLY RETURN TO WORK:

If the employee desires to return to work before the agreed upon date of return, she should contact her supervisor to determine if an earlier return is feasible.

(Retitled "Human Resources")

HRG10 Handling "Weather Day" Absences or Official University Closedowns Due to Weather Conditions

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: February 18, 1975 THIS VERSION EFFECTIVE: December 13, 2008

- Content:
- Purpose
- Accounting for Time Missed (No Official Closedown)
- Official Closedown

PURPOSE:

To provide a uniform method of handling "weather day" absences that occur when employees are prevented or delayed from getting to work, or leave work early, because of a severe storm with heavy snow accumulation, icy roads, flooding, etc. Also, to provide guidelines in the event the University is closed officially by the President, or if a campus of the University is closed by the chief executive officer or dean of that campus.

ACCOUNTING FOR TIME MISSED (NO OFFICIAL CLOSEDOWN):

When a "weather day" occurs, usually some employees make it to work and others do not. The University does not give free time off for such absences, unless the President, chief executive officer, or dean of a campus officially closes the facility; no one else may authorize free time off. Time missed is accounted for by permitting the employee to elect to be paid for the absence by charging the time to accumulated vacation or personal holiday, if applicable.

Similarly, if employees are given permission to leave work early, the work time missed is accounted for either as vacation or personal holiday, if applicable.

OFFICIAL CLOSEDOWNS:

If the President of the University officially closes the University, or if a campus of the University is closed by the chief executive officer or dean of that campus, the following conditions apply, unless otherwise specified by the President at any time during the period of the official closedown:

Employees in other than essential services, as determined by the supervisor - -

- 1. An employee shall receive pay for the part of the work schedule missed during the official closedown period in the following circumstances:
 - Employee is at work until the closedown officially begins, irrespective of the time of arrival to work.
 - Employee is informed not to report for work during the closedown
- 2. The status of an employee on a regularly scheduled day off, layoff, or leave of absence without pay does not change because there is an official closedown. However, an employee who had requested to use vacation, personal holiday, or sick leave time shall not have such time charged for the period of the employee's regular work time encompassed by an official closedown.

Employees in essential services, as determined by the supervisor --

- 1. An employee who is required by the supervisor to work on essential duties during that employee's regular shift shall be granted equivalent time off only for the hours worked during the official closedown period. Hours worked before and/or after the closedown do not qualify for equivalent time off.
- 2. Equivalent time off shall be scheduled at another time mutually agreeable to the employee and the supervisor.
- 3. Equivalent time off shall not be granted for hours of overtime worked during the closedown if the employee is eligible for overtime pay.

HRG11 Family and Medical Leave

Policy Steward:

Vice President for Human Resources

GUIDELINE'S INITIAL DATE: September 30, 1975 THIS VERSION EFFECTIVE: July 15, 2011

Content:

- Purpose
- Eligibility
- Child Care
 - o General
 - Leave Following Birth or Adoption
 - Leave Other Than for Birth or Adoption
- Family Illness (Partner or Parent)
- Employee's Own Serious Health Condition
- Intermittent Leave or Reduced Leave Schedule
- Notice
- Medical Certification
- Membership in University Insurance While on Leave
- Federal Family and Medical Leave Act Requirements
- Cross References

PURPOSE:

To outline an employee's rights for time off (paid and unpaid) necessitated by illness or family care in accordance with the federal Family and Medical Leave Act of 1993 and additional provisions granted by the University.

ELIGIBILITY:

This policy applies to regular faculty and staff members classified as Executive, Administrator, Academic Administrator, Academic, and Staff. Policies affecting employees represented by a union are found in the appropriate Agreements.

CHILD CARE:

1. GENERAL

The FMLA mandates that employees are eligible for up to 12 workweeks of unpaid leave in any consecutive 12-month period. University policy, however, provides for additional periods of child care leave. These additional periods are incorporated in sections 2 and 3.

2. LEAVE FOLLOWING BIRTH OR ADOPTION

Upon request, a leave shall be granted following the birth of a child of the employee or the employee's partner, to continue up to the time the child is one year of age. In the case of adoption, such leave shall be granted from the date the child begins to reside with the employee to continue up to twelve months, unless necessary earlier for extenuating circumstances as described in the law. The first 12 workweeks of leave shall be considered to comply with the requirements of the FMLA.

Immediately prior to commencement of the leave, the employee may elect to use or not use all or part of accumulated vacation, personal holiday, service days, or compensatory time off, as applicable, during the leave prior to commencement of no-pay status for the balance of the leave.

If the employee requests to continue on leave after the child care leave has expired, such request for additional leave shall be considered on the same basis as any other request for leave for personal reasons, and the conditions applicable to such general personal leaves shall apply. If the additional time is granted, any immediate prior leave time expended for maternity and child care shall be included in calculating the leave-time limit for the new leave in accordance with HR16, Leave of Absence Without Salary.

3. LEAVE OTHER THAN FOR BIRTH OR ADOPTION

The employee requesting a child care leave shall be responsible for providing a satisfactory explanation to support the request for leave.

For purposes of this section, the definition of child shall include a biological, adopted, or foster child, a stepchild, a legal ward, or a child for which an employee is standing in loco parentis, who is under 18, or over 18 and incapable of self-care because of a mental or physical disability.

Upon request, a leave shall be granted if a child is placed with the employee for foster care (within one year of placement) or if a child has a serious health condition and the employee is needed to care for such child. During the leave, the employee shall first use all sick family days, accumulated vacation, service days, personal holiday, and compensatory time off, as applicable, prior to commencement of no-pay status for the balance of the leave. Such no-pay status shall not exceed three calendar months.

A leave without pay of up to three calendar months may be granted if there is an extended breakdown in the arrangements for independent child care, and the employee is needed to care for the child. If such leave is granted, the employee shall first use accumulated vacation, unused service days, personal holiday, and compensatory time off, as applicable, prior to commencement of no-pay status for the balance of the leave.

Short-term absences for child care should be handled by use of sick family days, accumulated vacation, unused service days, compensatory time off, or personal holiday, as applicable, or "no-pay days" if paid time off is expended.

FAMILY ILLNESS (PARTNER OR PARENT):

Upon request, a leave shall be granted for 12 weeks if the employee's partner or parent has a serious health condition and the employee is needed to care for such family member. During the leave, the employee shall first use all sick family days, accumulated vacation, personal holiday, service days, and compensatory time off, as applicable, prior to commencement of no-pay status for the balance of the leave.

A serious health condition is one which involves either inpatient care or continuing treatment by a healthcare provider. Parent is the biological parent of an employee or an individual who stood in loco parentis to an employee when the employee was a child.

If, in the 12-month period immediately preceding the requested leave, the employee has been absent without pay for the purposes of child care, family illness, or due to the employee's own illness, such absence shall be included in calculating the three-month-leave-time limit outlined in this section above.

If the employee requests to continue on leave without pay after the family illness leave has expired, such request for additional leave shall be considered on the same basis as any other request for leave for personal reasons, and the conditions applicable to such general personal leaves shall apply. If the additional time is granted, any immediate prior leave time shall be included in calculating the leave-time limit for the new leave in accordance with HR16, Leave of Absence Without Salary.

EMPLOYEE'S OWN SERIOUS HEALTH CONDITION:

The FMLA mandates that employees are eligible for up to 12 workweeks of unpaid leave in any consecutive 12-month period because of an employee's serious health condition. University policy, however, provides for additional periods of sick leave without pay depending upon length of service. This additional time is outlined in HR16, Leave of Absence Without Salary.

Upon request, a leave shall be granted when an employee is unable to perform his/her duties due to a serious health condition as described in the law. During the leave, the employee shall first use accumulated sick leave, as applicable, following which the employee shall have the option to use or not use all or part of accumulated vacation, personal holiday, service days, or compensatory time off, as applicable, prior to commencement of no-pay status for the balance of the leave.

INTERMITTENT LEAVE OR REDUCED LEAVE SCHEDULE:

When medically necessary due to the employee's own serious health condition, to care for a seriously ill child, spouse, or parent of the employee, for a qualifying military exigency, or for military caregiver leave, an employee is permitted an intermittent leave or a reduced leave schedule. Intermittent leave is leave taken in separate blocks of time due to a single illness or injury, rather than for one continuous period of time, and may include leave of periods from an hour or more to several weeks. A reduced leave schedule reduces an employee's usual number of hours per workweek and/or per workday.

An employee granted an intermittent leave or a reduced leave schedule may be required to temporarily transfer to an alternative position during such leave. Such alternative position shall be at the same salary as the employee's regular position. Whenever possible, the employee shall make a reasonable effort to schedule treatment so as not to unduly disrupt operations.

The taking of leave intermittently or on a reduced leave schedule shall not result in a reduction in the total amount of leave to which the employee is entitled. Only the amount of leave actually taken may be counted toward the total amount of legally mandated leave time. For example, if a full-time employee works four-hour days on a reduced leave schedule, the employee would use one-half week of leave each week. The amount of leave to which a part-time employee is entitled is determined on a pro rata or proportional basis by comparing the new schedule with the employee's normal schedule.

NOTICE:

Employees shall provide at least 30 days advance notice if the need for the leave is foreseeable. If 30 days notice is not practicable because of a situation outside of the employee's control, notice must be given as soon as practicable. Except in extraordinary circumstances, employees are expected to give notice within no more than one or two working days of learning of the need for leave.

If an employee fails to give 30 days notice for foreseeable leave with no reasonable excuse for the delay, the University may deny the taking of leave until at least 30 days after the date the employee provided notice.

More information, including forms can be found in The Federal Family and Medical Leave Act Guide.

MEDICAL CERTIFICATION:

The University requires a medical certification form for FMLA absences related to illness or injury for the employee's own serious health condition, to care for a family member with a serious health condition, or for military caregiver leave. For FMLA absences related to military exigency leave a copy of the military member's active duty orders will be required.

Requests for recertification may be made on a reasonable basis, but not to exceed once per month unless there are extenuating circumstances.

The University may require, at its own expense, that the employee obtain the opinion of a second healthcare provider designated by the University (but not employed by the University). If the second opinion conflicts with that of the employee's healthcare provider, the University may require, at its own expense, that the employee obtain the opinion of a third healthcare provider designated jointly by the University and the employee. The opinion of the third healthcare provider shall be final and binding.

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, we are asking that employees and health care providers not provide any genetic information when responding to this request for medical information. 'Genetic Information' as defined by GINA includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

MEMBERSHIP IN UNIVERSITY INSURANCES WHILE ON LEAVE:

An employee who is absent from work but receiving pay (using sick leave, vacation, etc.) shall continue to have the employee cost for all group insurance plans in which enrolled deducted from his or her paycheck.

An employee on leave of absence without salary shall be eligible to continue membership in all group insurance plans in which enrolled prior to commencement of the leave. Costs for such insurances are as follows:

- 1. For a leave taken for the birth of a child of the employee, the placement of a child with the employee for adoption or foster care, or the care of a seriously ill family member for the first 12 weeks of the absence, costs for insurances shall be the employee cost (the amount that is deducted from the employee's paycheck); after the first 12 weeks of the absence, costs for insurances shall be the full cost (employee and University costs). If the employee elects to not return to work at the expiration of the leave, or returns for less than 30 calendar days, the employee will be responsible for the University's share of insurance costs paid during the first 12 weeks of the leave of absence without salary, unless there are extenuating circumstances as described in the law.
- 2. For a leave taken for the employee's own serious health condition costs for insurances shall be the employee cost (the amount that is deducted from the employee's paycheck).
- 3. For a leave taken for reasons other than those enumerated in 1 or 2 above costs for insurances shall be the full cost (employee and University costs).

FEDERAL FAMILY AND MEDICAL LEAVE ACT REQUIREMENTS:

The federal Family and Medical Leave Act of 1993 (FMLA) mandates that a qualifying employee be eligible for a total of 12 work weeks of unpaid leave, 26 weeks for military caregiver leave, during any consecutive 12-month period. As outlined in the preceding sections, all University policies equal or exceed that 12-week provision. FMLA leave may be for one or more of the following:

- 1. the birth of an employee's child, including prenatal doctor visits as well as caring for the newborn child;
- 2. the placement of a child with the employee for adoption or foster care;
- 3. the care for a seriously ill child, spouse, or parent of the employee;
- 4. the employee's own serious illness which causes the employee to be unable to perform the functions of his/her position;
- 5. a qualifying military exigency; or
- 6. the care of a covered service member injured in the line of duty.

Absences may be of an ongoing nature or, when medically necessary, may be taken as an intermittent leave or on a reduced leave schedule. Whenever possible, the employee shall make a reasonable effort to schedule any medical treatment visits so as not to unduly disrupt operations.

For purposes of the Family and Medical Leave Act, an eligible employee is a regular or nonregular employee who has worked for the University for at least 12 months, and has worked at least 1,250 hours within the 12-month period immediately prior to the leave.

An employee who is absent under the provisions of the FMLA:

- 1. must record the absence as such
- 2. who elects not to continue membership during such leave in a group insurance plan in which enrolled prior to the commencement of the leave, and subsequently elects to resume participation immediately following return to work, shall not be required to meet any qualification requirements imposed by the plan (e.g., pre-existing condition, waiting period).

Any questions on the FMLA provisions or this policy should be referred to the appropriate Human Resources Representative or the Employee Relations Division (814-865-1412).

CROSS REFERENCES:

Other Policies in this Manual should also be referenced, especially:

- HR05 "Regular" and "Nonregular" University Employees [POLICY NO LONGER EXISTS]
- HR16 Leave of Absence Without Salary (Other Than For Extended Active Military Service)
- HR54 Continuation of Group Insurance After Age 60, Age 65, and After Retirement or Death
- HRG05 Use of "No-Pay" Days in Lieu of Short-Term Leave of Absence
- HRG07 Absence From Work Resulting From Pregnancy or Childbirth

(Major revisions)

HRG18 Paid Parental Leave for Faculty

Policy Steward:

Vice President for Human Resources

POLICY'S INITIAL DATE: May 10, 1994 THIS VERSION EFFECTIVE: June 1, 2004

Contents:

- Purpose
- Definition
- Amount of Time Paid Off
- Release From Teaching Responsibilities
- Procedure
- Cross References

PURPOSE:

The University is committed to helping faculty balance the often conflicting demands of acclimating newly born or adopted children into the family with professional responsibilities. Toward this end, this guideline provides for paid parental leaves for Standing, Fixed-term I, and Fixed-term Multi-year faculty as well as release from teaching responsibilities for tenured and tenure-eligible faculty following the birth of a child or the placement of a child for adoption with the faculty member. It is the intent of this guideline to provide consistency throughout the University community in granting paid parental leaves (and workload accommodations) without limiting any flexibility held by faculty and administrative heads.

DEFINITION:

Paid parental leave for faculty is defined as the period of time a faculty member is relieved of all responsibilities while receiving full salary.

A leave with salary does not mean that the faculty member will be required to carry more than a normal load before or after the leave. A faculty member must not be required to "make up" for a paid leave.

AMOUNT OF PAID TIME OFF:

The total amount of time off (with and without salary) available to faculty is dependent upon a variety of factors and is outlined in the policies referenced below. The intent of this guideline is to state the minimum amount of paid time off available to the faculty following the birth or adoption of a child in order to support the family needs of the faculty member. To retain as much flexibility as possible:

- No maximum time limits are provided herein.
- It is understood that a faculty member may wish to request a paid parental leave which is not as long as the minimum to which she or he is eligible.

For those faculty who accrue vacation time, personal holidays, or compensatory time off, such accrued paid time off is to be used as applicable rather than this guaranteed paid parental leave.

Leave Following The Birth of a Child: Upon request, a leave shall be granted following the birth of a child. During such leave, full salary shall be continued:

- For at least two weeks within three months of the birth of the child by the faculty member's partner.
- For at least six weeks immediately following the birth of the child by the faculty member. This guideline is to be used in arranging for a paid parental leave barring any unforeseen medical circumstances. This guideline does not address situations for which medical leave is required before the birth of a child if the woman faculty member cannot, for any medical reason, carry out her responsibilities, or situations that necessitate extended paid medical leave due to complications that may arise during or following the birth of a faculty member's child. Situations that require extended leave due to illness or disability are to be handled in the current collegial manner, by discussion and arrangement with the faculty member's administrative head.

Leave Following The Adoption of a Child: Upon request, a leave shall be granted following the placement of a child with the faculty member for adoption. During such leave, full salary shall be continued:

- For at least six weeks immediately following the placement of the child with the faculty member.
- If the adopting parents are both members of the faculty, they are eligible for a total combined paid parental leave of at least eight weeks.

RELEASE FROM TEACHING RESPONSIBILITIES:

In addition to the paid parental leave for female faculty members following the birth of a child, a tenured or tenure-eligible woman has the option to either take a leave of absence without pay or to be relieved of classroom and classroom-related teaching responsibilities at full pay during the semester of the birth. In special circumstances, depending perhaps on the timing of the birth, the semester free of teaching might follow the one in which the actual birth occurs.

Tenured or tenure-eligible faculty adopting a child will receive a semester free from teaching within a year of the adoption. If the adopting parents are both members of the faculty, they are eligible for a combined period of one semester free from teaching immediately following the placement of the child with the family.

Faculty members who have chosen to be relieved of teaching responsibilities at full pay are expected to pursue scholarly work, student advising, research and other professional service, including departmental and University service, as appropriate and in keeping with reasonable expectations for flexibility, for the period of the semester that does not involve paid leave.

Arranging teaching replacement throughout the semester is the responsibility of the department head or other appropriate academic administrator.

The University and its colleges expect that faculty members giving birth or adopting children will routinely use this benefit. Use of this benefit shall not adversely affect the faculty member's standing or salary in any manner. Moreover, use of this benefit does not restrict faculty members and their department heads from making further personalized arrangements as necessary and appropriate. The reduction in teaching is not meant to be made up at a later date.

The funding for the teaching reduction is provided by the college.

HR16 Leave of Absence without Salary (other than for Extended Active Military Service)

Policy Steward:

Vice President for Human Resources

POLICY'S INITIAL DATE: June 1, 1953 THIS VERSION EFFECTIVE: November 12, 2009

Contents:

- Purpose
- Eligibility
- Purpose of Leave
- Academic Administrator and Academic
- Length of Leave for Staff
- Costs for University Insurances While on Leave
- Contributions to Retirement Plans While on Leave
- Additional Conditions for Administrator and Staff Employees
- Return to Active Service
- Eligibility for Educational Privileges While on Leave
- Application for Leave
- Approval of Leave Without Salary
- Cross References

PURPOSE:

To provide periods of leave of absence without salary on recommendation of the dean or administrative officer.

ELIGIBILITY:

This policy applies to regular faculty and staff members classified as Executive, Administrator, Academic Administrator, Academic, and Staff. Policies affecting employees represented by a union can be found in the appropriate Agreements.

PURPOSE OF LEAVE:

A regular faculty or staff member is eligible for or may be placed on a leave of absence without salary for the following purposes provided the leave is in accordance with all University policies and guidelines:

- a. For sickness, maternity (see HRG07), or family care (see HRG11). See also HRG05, Use of "No-Pay" Days in Lieu of Short-Term Absence.
- b. For formal study which results in promoting the interests of the University, as well as those of the faculty or staff member, in the judgment of the dean or administrative officer (see the HRG13).
- c. For any other reason determined to be at the convenience of the University in the judgment of the dean or administrative officer.

ACADEMIC ADMINISTRATOR, AND ACADEMIC:

The period during which an individual classified as Executive, Administrator, Academic Administrator, or Academic may be on leave of absence without salary is governed by the following conditions:

- a. A leave is granted for a specific period of time to begin on a date specified by the University.
- b. The length of a leave is determined as follows:
 - 1. A leave of more than four (4) consecutive calendar months is granted only until the next June 30.
 - 2. A leave of four (4) consecutive months or less may be granted regardless of the dates that the leave begins and ends.
- c. Each leave of absence ending on a June 30 is reviewed on that date. Action is then taken to renew or stop the leave.
- d. A leave of absence without salary normally will not exceed twelve (12) consecutive calendar months. It may not exceed a maximum of twenty-four (24) consecutive calendar months.

LENGTH OF LEAVE FOR STAFF:

The period during which an individual classified as Staff may be on leave of absence without salary is governed by the following conditions:

- a. A leave is granted for a specific period of time to begin on a date specified by the University.
- b. A leave of absence granted to an employee because of his or her inability to perform his or her duties due to illness or injury (non-job related) is limited as follows:

Maximum Amount of Leave For Staff			
Length of Continuous Regular Service of Any Type With the University at the Start of the Leave	Maximum Length of Leave Granted		
Through first 6 months*	up to 1 month		
End of 6th month through 1st year	up to 3 months		
End of 1st year through 2nd year	up to 6 months		
End of 2nd year through 3rd year	up to 9 months		
End of 3rd year through 4th year	up to 12 months		
End of 4th year through 5th year	up to 15 months		
End of 5th year through 10th year	up to 18 months		
End of 10th year or more	up to 24 months		

*Employees who have at least 12 months of University service (regular and/or non-regular), working at least 1,250 hours (regular and/or non-regular) during the previous 12-month period may be eligible for a longer leave of absence. See HRG11 for details.

Absence for extended sick leave in accordance with the time limits established above will be continued only for the period of time the employee is unable to perform his or her duties because of his or her illness or injury. If the employee does not report to work after being physically able to report to work, his or her employment shall be terminated. If, at the end of the leave of absence the employee is still unable to work, employment will be terminated and all benefits of the leave of absence without salary will end.

- c. A leave of absence without salary for other than illness or injury normally will not exceed twelve (12) consecutive calendar months. It may not exceed a maximum of twenty-four (24) consecutive calendar months.
- d. If any employee returns to active employment following a leave of absence, and within sixty (60) calendar days returns to leave of absence status for the same illness or injury, the amount of time previously charged to leave of absence shall be counted against the appropriate allowance for maximum length of leave.

COSTS FOR UNIVERSITY INSURANCES WHILE ON LEAVE:

Costs for insurances in which enrolled during a leave of absence without salary for sickness, maternity, family care as specified in HRG11, or formal study, shall be at the regular employee rates of contribution.

Costs for insurances in which enrolled during a leave of absence without salary for other than the reasons enumerated in the paragraph above shall be the entire cost (employee and University costs) for those benefits.

NOTE: A decision not to continue the insurances is considered a break in continuous benefits participation and may have an adverse effect on the employee's eligibility to continue the insurances after retirement (see HR54). If coverage is not continued during the leave and is requested at a later date the following restrictions will apply. Except as provided by law, proof of eligibility will be required for reenrollment in life insurance, long-term disability/annuity premium benefit and long-term care. Medical, dental, vision, accidental death and dismemberment (AD&D) can be requested only during the annual open enrollment period and will be effective January 1 following the open enrollment period.

CONTRIBUTIONS TO RETIREMENT PLANS WHILE ON LEAVE:

A faculty or staff member who is on leave of absence without salary, regardless of the reason, is not eligible to contribute or receive credit in any retirement plan unless he or she is a member of, and makes private arrangements to contribute to, TIAA-CREF. However, retirement contributions will be deducted from any amounts earned from the University during any leave.

ADDITIONAL CONDITIONS FOR ADMINISTRATOR AND STAFF EMPLOYEES:

An employee receives service credit for the purpose of increasing his or her vacation accumulation rate.

An employee does not accumulate any additional vacation or sick leave unless the employee is paid for enough days in any calendar month to qualify. An employee is not paid for holidays that occur during the leave.

The cash equivalent of the vacation accumulation, service days, and compensatory time due an employee is paid at the beginning of a leave of absence, except for a leave in excess of paid sick leave, maternity, family care as specified in HRG11, or leave as the result of an on-the-job injury.

An employee retains paid sick leave (except for a leave in excess of paid sick leave or maternity leave); however, paid sick leave may not be used during a leave of absence.

For additional information, see HR92 for administrator employees and HR34 for staff employees.

RETURN TO ACTIVE SERVICE:

If conditions are the same at the end of the leave of absence as they were when the leave began, the faculty or staff member will be expected to return to active service. If he or she does not return at the end of the leave of absence, his or her employment is terminated and all benefits of the leave of absence without salary will end.

ELIGIBILITY FOR EDUCATIONAL PRIVILEGES WHILE ON LEAVE:

A faculty or staff member who is on a leave without salary for sickness, maternity, family care as specified in HRG11, or formal study, and who is eligible for educational privileges, will retain those privileges, during the term of the leave. Dependents of such faculty or staff members who are eligible for grants-in-aid will retain this eligibility during the term of the leave. Grants-in-aid are not available for faculty or staff members, or dependents, during leaves of absence without pay for reasons other than those numerated in this section.

APPLICATION FOR LEAVE:

Application for a leave of absence without salary should be made on the LVLO form. See the IBIS Documentation. After the LVLO form routes through the area's approval path and the appropriate Central Offices, the information will be updated in the database.

APPROVAL OF LEAVE WITHOUT SALARY:

The decision on applications for such leaves of absence will be made by the dean or administrative officer consistent with this policy and appropriate Human Resources guidelines.

CROSS REFERENCES:

- HR34 Employment Conditions for Staff Employees
- HR54 Continuation of Group Insurance After Age 60, Age 65 and After Retirement or Death
- HR92 Employment Conditions for Employees Classified as Administrator
- HRG05 Use of "No Pay" Days in Lieu of Short-Term Leaves of Absence
- HRG11 Family and Medical Leave
- HRG13 Definition of Formal Study as Outlined in HR16
- HRG18 Paid Parental Leave For Faculty

Revisions:

11/12/09

Costs for University Insurances While on Leave section - Language updated to reflect current practices.

AC17 Sabbatical Leave (Formerly HR17)

Policy Steward:

Vice Provost for Faculty Affairs

POLICY'S INITIAL DATE: July 1, 1965

THIS VERSION EFFECTIVE: February 5, 2015

- Purpose
- Eligibility and Conditions
- Sabbatical Leave Application Form
- Review Process
- General Questions for Sabbatical
- Approval of Sabbatical Leave
- Deadline for Application
- Length of Leave
- Salary Payment While on Leave
- Membership in Employee Benefits While on Sabbatical
- Eligibility for Educational Privileges
- Return to Active Service Requirement
- Report of Work Accomplished
- Subsequent Sabbatical Leave
- Cross References

PURPOSE:

To provide a leave of absence with pay for purposes of intensive study or research which has as its outcome increasing the quality of the individual's future contribution to the University. A sabbatical is a privilege which may be granted to an individual who has demonstrated by publication, teaching, exhibition or performance an above average ability in scholarship, research, or other creative accomplishment.

ELIGIBILITY AND CONDITIONS:

Faculty (academic): Standing appointment faculty members (academics) meeting the following conditions:

- a. Tenured
 - Sabbatical proposals may be submitted in the year tenure is awarded for a sabbatical leave to commence the following year, providing they have completed the six full years of service referenced in #3 below.
 - 2. They hold the rank of professor, associate professor, assistant professor, librarian, associate librarian, or assistant librarian.
 - 3. They have served the University for a minimum of six contract years of full-time service from date of last hire. Time spent on any type of leave of absence is not counted as full-time service. A full contract year is based on the weeks of service specified in an individual's Memorandum of Service.
- b. Untenured Position
 - 1. They have served the University for a minimum of seven full contract years of full-time service and hold the rank of senior scientist, senior research associate, or research associate.

- c. Restricted Funds
 - 1. If paid with funds provided by an agency other than the University (USDA, for example), the use of restricted funds for the sabbatical must be allowed by the granting agency.

Academic administrators: A person classified as an academic administrator and holding a standing appointment in one of the ranks listed above is eligible for a sabbatical leave under the same conditions as described above for faculty (academic).

Exempt staff: The following exempt staff who have served the University for a minimum of six calendar years of full-time service, and who have arranged to use the sabbatical leave for graduate training, are eligible:

- 1. Cooperative extension personnel with the titles senior extension agent, extension agent, associate extension agent, or assistant extension agent.
- 2. Exempt staff permanently assigned away from University Park whose positions require the attainment of advanced degrees in the judgment of the appropriate executive.

Executives and administrators: When unusual circumstances warrant, persons classified as executive or administrator who have served the University for a minimum of six calendar years of full-time service are eligible. Sabbatical leave applications from executives and administrators do not follow the channel of approval described below, but, instead, shall be reviewed by the Executive Vice President and Provost of the University, and the Senior Vice President for Finance and Business/Treasurer, who jointly make a recommendation to the President of the University.

SABBATICAL LEAVE APPLICATION FORM:

The Application for Leave of Absence With Pay (Sabbatical) shall be submitted in the manner described below for different categories of sabbatical leave applicants.

REVIEW PROCESS:

The application for sabbatical leave shall be submitted with the recommendation of the department or division head or school or unit director, as appropriate, to the appropriate dean who in all cases will be the dean with major budgetary responsibility for the faculty member. A college level sabbatical leave committee shall be appointed for each college by the dean in consultation with the approved faculty organization. The sabbatical leave committee will review the application, consult as deemed appropriate, and submit its recommendation to the dean. The dean shall consider the recommendations of the department or division head or the school or unit director and the college sabbatical leave committee. The dean is also expected to weigh the fiscal and academic load considerations of the application carefully, but every effort should be made to assure that no sabbatical leave is denied to a faculty member because of the cost of maintaining the instructional responsibilities of the absent faculty member. Sabbatical applications approved by the dean shall be forwarded with appropriate documentation to the Executive Vice President and Provost of the University, who adds appropriate recommendations and forwards the sabbatical leave applications to the President of the University for final review and action.

In the case where a faculty member in an interdisciplinary unit or defense-related unit would be eligible for sabbatical leave, the Vice President for Research functions as a dean in the process described above in reviewing sabbatical leave applications from faculty members associated with interdisciplinary and defense-related research programs; the institute or facility director shall function as a department head in the process.

For faculty members who are in residence in one college but tenured in another, the college of budgetary responsibility will make the sabbatical recommendation, which will include a supporting recommendation from the department or division head or the school or unit director of the faculty member's tenure locus. Sabbatical leave applications of all University College faculty must be accompanied by a recommendation from the campus chancellor to the Vice President for Commonwealth Campuses. Sabbatical leave applications of all University Libraries faculty must be accompanied by a recommendation from the Campus chancellor to the Dean of the University Libraries.

Academic administrators: Depending on the location of the academic administrator, the process described above shall be followed except that there will normally be no review by a department head prior to the sabbatical application being considered by the college committee, the dean or the campus chancellor.

Exempt staff: Sabbatical leave applications from eligible exempt staff as described above shall be submitted to the individual's supervisor for recommendation. The sabbatical leave application, together with the supervisor's recommendation, shall be submitted to the appropriate executive officer for review and recommendation to the Executive Vice President and Provost of the University. The Executive Vice President and Provost of the University will add appropriate recommendations and forward the sabbatical leave applications from exempt staff to the President of the University for final review and action.

Executive and administrators: Sabbatical leave applications from executives and administrators shall be reviewed by the Executive Vice President and Provost of the University, and the Senior Vice President for Finance and Business/Treasurer, who jointly make a recommendation to the President of the University.

GENERAL QUESTIONS FOR SABBATICAL:

As a part of the Application for Leave of Absence With Pay (Sabbatical) form provided for application for sabbatical leave, certain questions pertinent to the review and evaluation of sabbatical leave applications are included. Please refer to the form instructions for further details.

APPROVAL OF SABBATICAL LEAVE:

Final approval for sabbatical leaves will be made by the President of the University.

DEADLINE FOR APPLICATION:

Applications for sabbatical leaves should be submitted to the Office of the Executive Vice President and Provost of the University by the weekday coincident with or immediately preceding November 1 of each year for action by the following January 1.

LENGTH OF LEAVE:

A sabbatical leave shall not be granted for a period in excess of the full contract year of the individual; the contract year may be 36 weeks, 48 weeks, or a number of weeks between those two limits, or twelve months, depending on the type of appointment. While individual faculty members, in some cases, may be able to coordinate leaves of absence funded by grants or contracts with a proposed sabbatical leave, such arrangements are separate from this policy.

SALARY PAYMENT WHILE ON LEAVE:

Three sabbatical leave options are available:

- 1. Sabbatical leave for the full contract year at 67% salary;
- 2. Sabbatical leave for one-half of the contract year at 100%
- 3. Sabbatical leave for a period other than a full contract year or one-half of a contract year is, typically, for one of the periods listed below. The rate of pay in such cases is proportional to the length of the sabbatical leave as follows:

Rate of Pay For Sabbatical By Percent

Sabbatical Leave as % of Contract Year % of Pay During Year of Sabbatical

90%	73%
80	80
70	87
60	93

NOTE: For sabbatical leaves for periods other than those cited above, see Percentage of Salary Received While on Paid Sabbatical in GURU. See also ACG15 - covering outside compensation.

MEMBERSHIP IN EMPLOYEE BENEFITS WHILE ON SABBATICAL:

An individual who is granted a sabbatical leave and who is a member of the University insurance program may maintain membership during the sabbatical leave. If the individual is a member of a retirement plan in effect at the University, the individual is required to contribute to that plan; the amount that is contributed is based on the full salary of the individual rather than the salary received from the University during the sabbatical leave if less than full salary.

Please note: Health care contributions are determined on your annual base salary as of October 1 of each year, going into effect on January 1 of each year. A reduction in salary will not create a reduction in the health care contribution at the time your salary is reduced; the health care contribution will remain the same for the entire current year. The following year's contribution will be based on your salary as of October 1 of the current and the new health care contribution will be effective January 1.

ELIGIBILITY FOR EDUCATIONAL PRIVILEGES:

An individual who is on sabbatical leave and who is eligible for educational privileges will retain those privileges during the period of the sabbatical leave. Dependents of employees who are eligible for grants-in-aid will retain the eligibility during the time that the employee is on sabbatical leave.

RETURN TO ACTIVE SERVICE REQUIREMENT:

Individuals granted sabbatical leaves are required to return for a full contract year of service following the sabbatical leave. Any person who does not return, or does not remain for the full contract year following the sabbatical leave, will be required to refund the salary received from the University during the sabbatical leave. There will be no proration of the amount to be returned if the employee remains for any fraction less than the full contract year. In addition, any person who does not return for a full contract year of service following the sabbatical leave will not be eligible to receive credit in any retirement plan for the period of the sabbatical leave.

As stated in HR99 Background Check Process, the self-disclosure requirement to report arrests and/or convictions within 72 hours of their occurrence is still in force during sabbatical leaves. In addition, individuals on approved leaves, such as sabbaticals, of six months or longer are required to complete a Penn State Arrest and Conviction self-disclosure form before returning to work.

REPORT OF WORK ACCOMPLISHED:

At the conclusion of the sabbatical leave, the recipient must submit a report of the work accomplished to the Executive Vice President and Provost of the University via the executives, administrators and academic administrators in the channel appropriate as described above. The report should indicate how the experience improved the recipient's capacity to serve the University. In general, the report is to be submitted within two months of the return from sabbatical leave.

SUBSEQUENT SABBATICAL LEAVE:

An individual becomes eligible for a subsequent sabbatical leave under the terms and conditions specified above, provided that the minimum required contract years of full-time service has elapsed since beginning a previous sabbatical leave. (Time spent on sabbatical leave, or any unpaid leave, is not counted as a part of the required contract years of full-time service.)

CROSS REFERENCES:

HR99 – Background Check Process

ACG15 - Regulations Regarding Use of Support Funds and Receiving Outside Compensation During Sabbatical Leaves of Absence

UPDATES:

October, 2010 - Application for Leave of Absence With Pay (Sabbatical) updated.

January, 2015 - Application for Leave of Absence With Pay (Sabbatical) updated.

January, 2015 – Return to Active Service section updated to include self-disclosure and self-disclosure form requirements under HR99.

AC18 Graduate Study Leave of Absence (Formerly HR18)

Policy Steward:

Vice Provost for Faculty Affairs

POLICY'S INITIAL DATE: July 1, 1965 THIS VERSION EFFECTIVE: February 9, 1996

- Purpose
- Eligibility for Leave
- Length of Leave
- Minimum Leave
- Payment by University During Leave
- Holding a Fellowship or 1/4 Time Graduate Assistantship During Leave
- Return to Active Service
- Membership in Employee Benefits While on Leave
- Eligibility for Educational Privileges
- Application for Leaves
- Approval of Graduate Study Leave

PURPOSE:

To allow an eligible person permanently assigned away from University Park to pursue graduate study on a fulltime basis as a regularly registered student working for an advanced degree.

ELIGIBILITY FOR LEAVE:

On recommendation of the dean, an individual in any of the following categories who has served the University efficiently for two (2) years or more is eligible for a graduate study leave of absence if he or she is a registered candidate for an advanced degree:

a. A regular faculty member as defined in HR103 and AC21.

b. A County Agent or Home Economics Extension Representative (including those at the Assistant or Associate ranks);

c. Exempt staff personnel whose positions require the attainment of advanced degrees in the judgment of the appropriate function member of the President's staff.

LENGTH OF LEAVE:

A graduate study leave with partial salary shall not exceed twelve (12)months. The leave will continue from the date granted to the next June 30. It may be renewed to the second June 30. However, such leave granted beyond twelve(12) months shall be without partial salary.

MINIMUM LEAVE:

For a member of the teaching faculty, a leave of less than one (1)semester is not granted. For a member of the library, the research faculty, or eligible exempt staff personnel, there is no minimum requirement.

PAYMENT BY UNIVERSITY DURING LEAVE:

For a member of the teaching faculty, the University will pay at the rate of \$2,100 per semester for a period not to exceed two (2) semesters. No payment will be made for the Summer Session.

For a member of the research or library faculty, or an eligible exempt staff member, the University will pay at the rate of \$116.67 per week of absence, not to exceed \$4,200 in a fiscal year.

If such a leave is granted to a member of the teaching faculty for less than a full fiscal year, the total payment for the fiscal year is calculated as follows:

- 1. Provide \$2,100 for each semester of leave.
- 2. Provide payment for weeks worked times the weekly rate based on the faculty member's contracted year.

Some examples follow:

-- A 36-week faculty member who takes a one-semester leave is paid as follows:

\$2,100 for the semester on leave plus 18 weeks for pay for the semester worked.

-- A 48-week faculty member who takes a two-semester leave is paid as follows:

\$4,200 for the two semesters on leave plus 12 weeks of pay for the remainder of the contract worked.

An employee on a sabbatical leave may not also receive graduate study leave pay.

HOLDING A FELLOWSHIP OR 1/4 TIME GRADUATE ASSISTANTSHIP DURING LEAVE:

In addition, if any eligible staff member is appointed by the University to a fellowship or a one-quarter time graduate assistantship, the University will award a grant-in-aid covering full tuition in lieu of a grant-in-aid of 75% of tuition payable under the policy, "Educational Privileges for Regular Employees and Other members of the University Staff."

A fellowship, or a one-quarter time graduate assistantship, may be held without affecting full-time study requirement.

RETURN TO ACTIVE SERVICE:

Individuals granted graduate study leaves are required to return to full-time active service with the University for two (2) consecutive contractual years, or, if they do not return or do not remain for the full two years, to refund all the salary received from the University during the leave. There will be no proration of the amount to be returned if an individual remains for any time less than two years.

MEMBERSHIP IN EMPLOYEE BENEFITS WHILE ON LEAVE:

A faculty or staff member on graduate study leave who is a member of the group life insurance plan, the group health care program (hospital/surgical/major medical coverages or Healthpass, Dental, and Vision), or the voluntary accidental death and dismemberment plan, is required to maintain his or her membership during the leave. If the faculty or staff member is a member of a retirement plan in effect at the University, he or she continues in that plan. The amount contributed is determined by the salary received during the leave.

ELIGIBILITY FOR EDUCATIONAL PRIVILEGES:

A faculty or staff member on graduate study leave will retain these privileges during the term of his or her leave in accordance with the appropriate policy: either HR36_Educational Privileges for Regular Employees and Other Members of the University Staff, or, HR65, Graduate Study Grants for Faculty and Certain Exempt Staff Personnel Who Are Permanently Located Away From University Park. As stated in HR65, it applies only to institutions located within reasonable commuting distance of the faculty or staff member's University location other than University Park. [policy HR65 does not exist]

A person who qualifies and receives a fellowship or one-quarter assistantship, however, is eligible for the grantin-aid under the fellowship or graduate assistantship policy.

Dependents of faculty or staff members who are eligible for grants-in-aid will retain this eligibility during the time that the faculty or staff member is on graduate study leave.

APPLICATION FOR LEAVES:

Applications for Graduate Study Leave of Absence are processed by the submission of the Leave/Layoff (IBIS Form LVLO) (**on-line documentation not yet available**).

The LVLO Form shall be processed electronically through the appropriate approved paths of administrative officer to the Office of Human Resources.

The LVLO Form must again be submitted for all University employees when they return from a leave.

APPROVAL OF GRADUATE STUDY LEAVE:

The decision for such leaves of absence will be made by the dean or administrative office consistent with this policy.

HR19 Leave of Absence for Active Military Service or Training

Policy Steward:

Vice President for Human Resources

POLICY'S INITIAL DATE: July 28, 1950 THIS VERSION EFFECTIVE: June 1, 2011

Content:

- Purpose
- Eligibility for Leave
- Notice of Leave
- Paid Leave
- Unpaid Leave
- Replacing an Employee on Military Leave
- Return to Active University Service
- Cross References

PURPOSE:

To outline provisions of leaves of absence with and without pay for short-term and long-term active military service, including military training, whether voluntary or otherwise.

Note: The law provides similar provisions for those who have extended service in the Public Health Service. All sections except the PAID LEAVE section are applicable to such service.

ELIGIBILITY FOR LEAVE:

Each regular University faculty or staff member who has completed one day of regular employment with the University immediately preceding the effective date of the requested military leave, and who has been ordered to report to active duty on a specific date, is eligible. Some nonregular employees may have re-employment rights upon completion of military service. Individual guidance from the Employee Relations Division should be sought in such instances.

NOTICE OF LEAVE:

The faculty or staff member shall give advance written or oral notice of the active service, unless such notice is precluded by military necessity. Such notice should include, when possible, a copy of the signed orders or authorization mandating the absence.

PAID LEAVE:

By law, all regular faculty and staff who are members of the Pennsylvania National Guard or any reserve component of the United States Army, Navy, Marine Corps, Air Force, or Coast Guard shall be paid for up to fifteen workdays (120 hours) per calendar year while they are engaged in the active service of the United States, including field training.

Fifteen additional days (120 hours) of paid time off will be provided if an employee is called to active duty, other than active duty for training or full-time Active Guard Reserve duty, when ordered under 10 U.S.C.-12301, 12302, 12304, or 32 U.S.C. - 502 (f), for a period of 30 or more consecutive days and assigned to duties away from home, under one or more of the following circumstances:

- involuntarily, or
- under Contingency Operation Temporary Tour of Active Duty (COTTAD), or
- voluntarily to serve in a combat zone, as designated by an executive order from the president, or
- in response to a domestic emergency.

By law, all regular faculty and staff who are members of the Pennsylvania National Guard are entitled to leaves of absence without loss of pay, time, or efficiency rating on all days during which they shall, as members of the Pennsylvania National Guard, be engaged in active State duty.

During the period of time the employee remains on the University payroll, benefits coverages/deductions and retirement contributions continue.

UNPAID LEAVE:

Absence not covered by provisions contained in the PAID LEAVE section above shall be considered as an unpaid leave of absence, and a leave of absence without salary for active military service shall be granted. Such leave may not exceed an aggregate maximum of sixty calendar months, unless a longer absence is provided by exception by law.

Immediately prior to commencement of the leave, the employee may elect to use or not use all or part of accumulated vacation, personal holiday, service days, compensatory time off, as applicable, during the leave prior to commencement of no-pay status for the balance of the leave.

During an unpaid leave:

- 1. Eligibility for educational privileges and dependent grant-in-aid continues.
- 2. The employee shall have the option to continue any or all of the benefits listed below in which enrolled for self and/or eligible dependents by paying the employee cost of such coverages.

Note: If an employee wishes to begin enrollment in an available program during the absence, then insurability provisions for such enrollment are applicable.

Unpaid Leave Benefit Availability		
Benefit	Availability for Employee	Availability for Dependents
Life Insurance	Optional	Not Available
Medical	Optional	Optional
Dental	Optional	Optional
Vision	Optional	Optional
Voluntary Accidental Death & Dismemberment	Optional	Optional

- a. Coverage in medical, dental, or vision insurances shall not be applicable for an injury/illness determined by the Secretary of Veterans Affairs to have incurred in, or aggravated during, performance of service in the uniformed services.
- b. The life insurance policy permits payment of the basic value, but contains a war exclusion for accidental death and dismemberment. The Voluntary Accidental Death and Dismemberment program also excludes coverage for declared or undeclared war or any act thereof.
- c. Except for an injury/illness determined by the Secretary of Veterans Affairs to have incurred in, or aggravated during, performance of service in the uniformed services, for employees electing not to continue coverages listed above, pre-existing condition or waiting period requirements for self and/or eligible dependents shall not be imposed upon return to active employment.
- d. A military leave of absence will not affect negatively the employee's ability to continue benefits into retirement in accordance with University policy.
- 3. Employer retirement contributions will cease effective with the start of the leave without pay. If upon returning to work, an employee elects to make retirement contributions to cover the period of time absent under this policy, then employer contributions shall also be made to the extent required by law.
- 4. The period of leave of absence without pay will be added to any length of service credit that a faculty or staff member may have otherwise.

REPLACING AN EMPLOYEE ON MILITARY LEAVE:

If the leave is anticipated to be six months or more and it is necessary to replace the faculty or staff member, the appointment of the new person will be for a period not longer than the duration of the military absence of the original employee. However, during the period of employment, the new person will be considered a regular faculty or staff member and will have the privileges of such, except that he/she shall not be granted a military leave of absence. The new person must be informed in writing of the conditions of employment when employment begins.

RETURN TO ACTIVE UNIVERSITY SERVICE:

Upon release from active military service under honorable conditions, a regular faculty or staff member may return to active service with the University, if he/she so desires. Insofar as it can be arranged, this return will be to the faculty or staff member's original position or to a position determined by the University to be an equivalent position.

To take advantage of this privilege, the faculty or staff member shall notify his/her immediate supervisor or dean or administrative officer of the return date in advance of the commencement of the leave, if such date is known. If the return date is not known in advance, then the request to return must be presented as soon as practicable, but in no case later than 14 days after the completion of the period of service for a leave of 31 through 180 days in length, or 90 days after the completion of the period of service for a leave longer than 180 days in length. Special conditions on time for requesting return to active employment apply for individuals hospitalized at time of release from military service. In this latter instance, contact the Employee Relations Division of the Office of Human Resources for guidance.

(To insure that timely consideration can be given with regard to returning the faculty or staff member to employment, it is helpful if the faculty or staff member can indicate his/her intention to return to active University employment prior to the expiration of the military leave of absence, or if not possible, within thirty calendar days after release from active duty.)

CROSS REFERENCES:

HR34 - Employment Conditions For Staff Employees

USERRA Handout

Revisions:

July 26, 2005 - Clarification of Return to Active University Service section.

HR34 Employment Conditions for Staff Employees

PURPOSE:

To outline terms and conditions of full-time staff appointments.

PROBATIONARY PERIOD:

Full-time staff employees serve a one (1) year probationary period. The probationary period begins on the employee's hire date. During an employee's probationary period their employment is at-will and may be terminated without cause. University policy <u>HR78 Staff Employee Failure to Meet Acceptable Standards of</u> <u>Performance</u> does not apply to the probationary employee and the probationary period employee is not eligible to use the staff grievance procedure.

If a probationary employee voluntarily accepts a different job within the University during the probationary period, the employee will serve a new one (1) year probationary period, which will begin on the effective date of the employee's transfer.

WORK SCHEDULES:

Nonexempt Staff

Unless otherwise notified, the standard work week for University employees is a seven day period beginning Sunday at 12:00 a.m. and ending at 11:59 p.m. on the following Saturday. The standard work week is 40 hours for a 100% FTE non-exempt position, and the 40 hours are to be scheduled within that period. This is not, however, a guarantee that this number of hours of work will be available each week for each employee.

The daily hours of work for an employee will be scheduled so that provision is made for meal periods on the employee's time (except at the employee's request to forgo an unpaid meal period, when such request can be accommodated, or for certain continuous 24-hour operations). Except at the employee's request, subject to the approval of the manager, each unpaid meal period will be no less than 30 minutes. A typical work schedule is no more than five (5) days per week. Employees will not be assigned to a regular weekly work schedule of seven days every week. If possible employees will be scheduled to allow for consecutive days off. Flexible working hours and work schedules less than 100% FTE may be established, see <u>HRG02</u> and <u>HR105</u> respectively.

At least one calendar week notice will be given to any employee if their regular work schedule is to be changed by the employee's manager, unless the change is caused by an emergency. In the event an employee reports to work and there is no work available, the employee is paid for three hours on a straight time basis unless the employee has been informed in advance not to report for work.

Exempt Staff

For a 100% FTE position, forty (40) hours a week is a minimum requirement. Flexible working hours and work schedules less than 100% FTE may be established, see <u>HRG02</u> and <u>HR105</u> respectively. Many assignments may require longer weekly work schedules than the established minimum.

VACATION:

Vacation time off for full-time staff is typically requested by the employee and is subject to the approval of the manager. When approving vacation requests, managers will consider unit and University operational needs. Employees on fixed-term I appointments may be required to take vacation time off during the appointment so that all or part of accrued vacation is expended prior to the conclusion of the appointment. There may be other circumstances where employees may be required to take vacation time off. An employee earns vacation in any calendar month in which the employee is paid for at least eighty-eight hours (88) hours of the normally scheduled work time in the month. For exempt staff, deductions from salary for time off in excess of accrued vacation may be made only for full-day absences unless allowable under the law.

Eligible employees accrue vacation on the last day of each month. Once accrued, time is immediately available for use by the employee. Monthly rates of accruals and maximum accruals allowed will be prorated based on the employee's annual FTE, see <u>HR105</u>. The following accrual criteria apply:

Nonexempt Staff Vacation		
Criteria	Monthly Rate of Accrual	Maximum Accrual Allowed
During the first 10 years of continuous employment in a standing or fixed-term I position	12 hours	192 hours
From the beginning of the 11th year to and including the 25th continuous year	16 hours	240 hours
From the beginning of the 26th continuous year and thereafter	18 hours	264 hours

Exempt Staff Vacation		
Criteria	Monthly Rate of Accrual	Maximum Accrual Allowed
During the first 25 years of continuous employment in a standing or fixed-term I position	16 hours	240 hours
From the beginning of the 26th continuous year and thereafter	18 hours	264 hours

1. An employee preparing for a major life event such as the birth or adoption of a child, finishing a degree, etc., may request approval to accrue a vacation balance in excess of the maximum accrual limit. To do so, the employee submits a written request to the supervisor and the work unit Human Resources office outlining the event, identifying the period of time involved, and the plan for using such time, which must include the end date of the arrangement. Requests will be considered on a case-by-case basis taking into account University business needs. In all cases, the approved accruals in excess of the maximums stated above must be used within twelve (12) months following the date of the approval. If the employee terminates employment, then the vacation payout described below will not include any vacation accrual in excess of the applicable maximum.

2. In the event that an unexpected work-related situation causes an employee to miss or delay using vacation accruals, a request for approval to accrue a vacation balance in excess of the maximum accrual limit may be allowed. To do so, the employee and manager submit a written request to the work unit Human Resources office outlining the work-related event, identifying the period of time involved, and the plan for using such time, which must include the end date of the arrangement. In all cases, the approved accruals in excess of the maximums stated above must be used within twelve (12) months following the date of the approval. If the employee terminates employment, then the vacation payoff described below will not include any vacation accrual in excess of the applicable maximum.

VACATION PAYOUT:

An employee who terminates employment after completing at least one continuous year in a standing or fixedterm I appointment immediately preceding the date of termination, or an employee who satisfactorily completes a fixed-term I appointment of less than one year who separates from the University at the conclusion of the appointment, will receive the cash equivalent of unused accruals (not to exceed the maximum provided by policy).

Some colleges or departments may require certain employees to take vacation time off during their appointment so that all or part of their accrued vacation is expended prior to the conclusion of the appointment. Employees will not receive a vacation payout for any unused time if such time was required to be expended.

The cash equivalent of the unused vacation time is computed by using the Workday Percentage Factor Calculator. All vacation payout amounts are calculated using the employee's full-time salary or hourly rate.

SICK LEAVE:

An employee on a 100% FTE appointment will accrue eight (8) hours of paid sick leave for each calendar month in which they are paid for at least eighty-eight hours (88) hours of the normally scheduled work time in the month. Monthly rates of accruals will be prorated based on the employee's annual FTE, see <u>HR105</u>.

NOTE: Exempt staff who began exempt employment prior to October 1, 1992, continue on their <u>former sick</u> <u>leave plan.</u>

Accrued sick leave is intended to provide employees with salary continuation in the case of illness or injury. Employees may be required to submit documentation from their healthcare provider in the event of an illness or injury prior to approval for use of sick accruals. Except as otherwise provided below, absence is chargeable as sick leave only when the employee is unable to perform their duties because of their own illness or injury. Time off for appointments with a healthcare provider may be charged to sick leave accruals when it is not possible for the employee to schedule the appointment on the employee's own time. Requests for time off are to be made as far in advance as possible. Employees may be required to submit documentation from their healthcare provider detailing the date and time of the visit.

If an employee is charging sick leave and the employee's vacation accrual reaches the maximum, the employee may charge vacation accruals instead of sick leave, so that vacation accruals are not lost. If an employee expends all accrued sick leave, additional absence, at the option of the employee, will be charged to accrued vacation. If the employee expends all accrued vacation, or elects not to charge the absence to accrued vacation, the employee will be granted a leave of absence without pay in accordance with <u>HR16 Leave of Absence</u> <u>Without Salary</u>. The employee may be required to submit documentation from their healthcare provider to substantiate the need for such absence(s). For exempt staff, a salary deduction will be made for absence in excess of accrued sick leave or vacation, only if such absence is for a full day unless deduction for less than a full day is permissible under the law.

An employee may use up to 40 hours of their accrued sick leave per calendar year to care for a sick family member. Family member as used in this policy is defined as persons whom the employee considers as family. The care provided may include such activities as bed-side care, accompanying the family member to a medical appointment, and emotional support.

An employee who meets the eligibility criteria to leave the University as a retiree is eligible to receive 1/4 the cash value of the employee's unused sick leave; provided, however, such payment will not exceed an amount equal to (a) 100 hours of pay, or (b) 136 hours of pay if the employee's accrued sick leave balance is at least 3/4 of all sick leave accrued. All sick leave payout amounts are calculated using the employee's full-time salary or hourly rate.

SICKNESS AND ACCIDENT SUPPLEMENT:

An employee who has five (5) or more years of continuous service in a standing or fixed-term I position who is absent beyond 60 continuous calendar days for an illness or injury will be covered by the University's Sickness and Accident Supplement; provided, however, for absences not covered by FMLA, if the employee has used more than forty-eight (48) hours of accrued sick leave in the full twelve (12) month period immediately preceding the absence without doctor's certification for such absences charged in excess of 48 hours, the employee will not be eligible for the Sickness and Accident Supplement. The employee must submit to the University a written statement from the employee's healthcare provider prior to the beginning of the absence, subject to appropriate approval processes as determined by the University.

If approved, employee will receive 1/3 of normally scheduled hours of pay for each work day missed while covered by the Sickness and Accident Supplement. In addition, the employee, at the employee's option, may charge the equivalent of 1/3 of normally scheduled hours of accrued sick leave for each work day missed and therefore receive 2/3 pay. If an employee has used all of their accrued sick leave, additional absence, at the option of the employee, may be charged as provided herein against accrued vacation.

An employee will not be eligible to continue under the Sickness and Accident Supplement for an absence that continues beyond 180 continuous calendar days from the date of the beginning of absence for the illness or injury. Any payments received from the Sickness and Accident Supplement will be reduced by payment from other sources such as Workers' Compensation, Social Security, or other non-individual disability coverages.

ABSENCE FOR ON-THE-JOB INJURY:

If an employee is absent from work as a result of an injury or illness compensable under the Workers' Compensation Act, Occupational Disease Act, or similar legislation, the following conditions apply:

- The employee has the option to request a leave of absence without pay or to charge the absence to their accrued sick leave (or, if sick leave has been expended, to accrued vacation, personal holiday, service days, or holiday compensatory time off). An employee electing to use such paid time off will be charged 1/3 of normally scheduled hours a day for each work day of absence and will continue to receive full salary.
- If all paid time off is exhausted, the employee will be granted a leave of absence without pay.
- Leave of absence without pay will not exceed 24 months.
- Any compensation checks the employee may receive while receiving full salary will be endorsed and returned to the University. The employee will retain any compensation checks received while on leave of absence without pay.
- The employee's contribution for all group healthcare and insurance coverages in which enrolled will be paid by the University, if the employee is on leave of absence without pay following an on-the-job injury, provided the employee continues to receive Workers' Compensation insurance payments.

The employee must furnish to the University applicable healthcare provider statements related to the injury or illness, subject to appropriate approval processes as determined by the University.

HOLIDAYS:

Each holiday established by the University is intended to give an employee on a 100% FTE appointment the benefit of eight (8) hours of paid time off. Employees with schedules involving longer than eight (8) hour days do not receive additional holiday time and are required to use appropriate accruals to cover for time in excess of eight (8) hours on holidays if they would have been scheduled and are not required to work. Holiday time off benefits will be prorated based on the employee's annual FTE, see <u>HR105</u>.

The following 12 days are established as holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- December 25 and five additional days
- A Personal Holiday

When December 25 comes on these days - The six holidays are:

The Six Holidays		
Day	Holiday Days	
Sunday	December 25, 26, 27, 28, 29, 30	
Monday	December 22, 25, 26, 27, 28, 29	
Tuesday	December 24, 25, 26, 27, 28, 31	
Wednesday	December 23, 24, 25, 26, 27, 30	
Thursday	December 24, 25, 26, 29, 30, 31	
Friday	December 24, 25, 28, 29, 30, 31	
Saturday	December 23, 24, 25, 27, 28, 29	

- 1. Some areas substitute service days in lieu of some of the holidays listed above. Employees working in these areas should consult the following <u>information</u>.
- 2. A newly hired employee commencing employment in a standing or fixed-term I position during December will receive only the December 25th holiday and the New Year's Day holiday, but will not receive paid time off for the additional University holidays in December during that first December holiday period. If such employee is required to work on any of the additional University holidays occurring that December, the employee will receive their regular pay for such day, but will not be granted holiday compensatory time off for the number of hours worked on the day.
- 3. One personal holiday is earned each calendar year on January 1. A new employee in the first year of employment earns a personal holiday for that year after completing two months of employment.

Employees hired on or after November 1 will accrue one (1) personal holiday on January 1 of the following year. The personal holiday is scheduled in the same way in which vacation is scheduled. If not used, the personal holiday will be carried over into the next calendar year but not thereafter. The personal holiday(s) will not be paid out at the time of separation from employment, unless the separation is due to layoff under policy HR97 Layoff Provisions for Staff Employees.

- 4. A nonexempt staff employee required to work a regularly scheduled work day on an official University holiday will receive their regular pay for the holiday and will be granted holiday compensatory time off at the rate of double time for the number of hours worked on the holiday, up to the number of hours normally worked by the employee on that day. At the option of the employee, the employee may receive the cash equivalent of 1/2 of compensatory time off earned on a holiday. Such payment will be calculated using the employee's regular rate of pay. The option to receive such payment must be made within one calendar week following the holiday or holiday period. Holiday compensatory time off not converted to the cash equivalent will be used for absences where vacation accumulation would be used. Holiday compensatory time will not be paid out to the employee at the time of separation from employment. Time worked on a holiday in excess of the employee's normal daily hours will be paid at two times the employee's regular rate of pay. Holiday compensatory time off will not be earned for such additional hours worked. If a holiday should fall on a day not normally scheduled as a work day for an employee the employee will be granted eight (8) hours of holiday compensatory time (see HR105 for positions that are less than 100% FTE). Such equivalent time off will be granted whether or not the employee works on the holiday and will be used for absences where vacation accumulation would be used, and scheduled in the same manner as requests for vacation. If the employee is required to work on such day, the employee also will be paid at the rate of two times the employee's regular rate of pay for the hours worked, but will not be granted additional holiday compensatory time off for such hours worked.
- 5. An exempt staff employee required to work on a regularly scheduled work day on an official University holiday will receive their regular pay for the holiday and will be granted holiday compensatory time off at the rate of double time for the number of hours worked on the holiday. At the option of the employee, the employee may receive the cash equivalent at the employee's regular rate of pay for 1/2 of the compensatory time off earned on a holiday, not to exceed a normal day's gross pay for the employee. The option to receive such payment must be made within one calendar week following the holiday or holiday period. Holiday compensatory time off not converted to the cash equivalent will be used for absences where vacation accumulation would be used, and scheduled in the same manner as requests for vacation. If a holiday should fall on a day not normally scheduled as a work day for an employee the employee will be granted eight hours of holiday compensatory time (see HR105 for positions that are less than 100% FTE). Such equivalent time off will be granted whether or not the employee works on the holiday, will be used for absences where vacation accumulation would be used, and scheduled in the same manner as requests for vacation. If the employee is required to work on such day, the employee also will be granted additional holiday compensatory time off at the rate of double time for the number of hours worked on the holiday. At the option of the employee, the employee may receive the cash equivalent at the employee's regular rate of pay for 1/2 of such additional holiday compensatory time off earned, not to exceed a normal day's gross pay for the employee. The option to receive such payment must be made within one calendar week following the holiday or holiday period. Such holiday compensatory time off not converted to the cash equivalent will be used for absences where vacation accumulation would be used, and scheduled in the same manner as requests for vacation.
- 6. Holiday compensatory time off will not be paid out to the employee at the time of separation from employment.
- 7. If a holiday occurs during the vacation or sick leave of an employee, it will not be charged as a day of vacation or sick leave.
- 8. An employee on an unpaid leave of absence is not paid for holidays that occur during the unpaid leave of absence.
- 9. If a holiday listed above (other than December 25) occurs on a Sunday, the University will observe it officially on the following Monday.

- 10. The final date of pay status for an employee who indicates an intent to resign at a time near the December/New Year's holiday is determined in accordance with <u>HRG14</u>.
- 11. The above holiday provisions apply to work performed in the employee's full-time position.

OTHER PAID TIME OFF:

Paid time off, other than sick leave, vacation, or holidays is outlined below. All paid time off is prorated based on the employee's annual FTE. (See <u>HR105</u> Reduced FTE Schedules).

Friday Following Thanksgiving

The University is not open for normal business on the Friday after Thanksgiving. Employees who are normally scheduled to work on Fridays and who are not required to work will receive their regular pay for the day. Employees who are normally scheduled to work on Fridays and who are required to work will receive, in addition to their pay for the day, compensatory time off equivalent to the number of hours worked, subject to a maximum of eight (8) hours. Employees who are not normally scheduled to work on Fridays and are not required to work on the Friday following Thanksgiving will receive eight (8) hours of compensatory time. Compensatory time off will not be paid out to the employee at the time of separation from employment.

Death in Family

Absence from work because of death in an employee's family will be allowed with full pay on the following basis:

- 1. For an employee's partner, brother or sister (including half-brother or half-sister, step-brother or stepsister); or for an employee's or an employee's partner's: parent (including stepparent, guardian, or foster parent), child or stepchild (including the partner of the child or stepchild), grandchild, up to forty (40) hours of leave to be used consecutively, provided such amount of leave is required. A guardian as used in this section will mean a person who raised the employee and served in the place of the parent for a substantial portion of the employee's childhood.
- 2. For the employee's or employee's partner's grandparent, niece, nephew, aunt or uncle, and partners of aunts and uncles or, the employee's partner's brother, sister, and partners of same, or, the partner of employee's brother or sister, up to eight (8) consecutive hours between the date of death and the date of the funeral or memorial service.

Death-in-Family Chart		
Family Member	Employee's	Employee's Partner's
Partner	up to 40 hours	X
Parent (including stepparent, guardian, or foster parent	up to 40 hours	up to 40 hours
Brother or sister (including half-brother or half-sister)	up to 40 hours	up to 8 hours

Partners of brother or sister	up to 8 hours	up to 8 hours
Child or stepchild	up to 40 hours	up to 40 hours
Partner of child or stepchild	up to 40 hours	up to 40 hours
Grandchild	up to 40 hours	up to 40 hours
Grandparent	up to 8 hours	up to 8 hours
Aunt or uncle	up to 8 hours	up to 8 hours
Partners of aunts and uncles	up to 8 hours	up to 8 hours
Nephew or niece	up to 8 hours	up to 8 hours

An employee who would qualify for death-in-family paid time off for regular work hours missed under the provisions of this section who already is receiving paid time off chargeable either to vacation accumulation, holiday compensatory time, a personal holiday or sick leave accumulation, will have such time off as applicable charged instead to death-in-family paid time off, up to the limits allowed under the provisions of this section. Additional time off will be charged against the employee's vacation accumulation or as a payroll deduction, at the employee's option.

Involuntary Jury Service

If an employee is on jury duty, the University will pay their full salary for time absent from work. If the approved time absent results in the employee missing more than half of their regularly scheduled work shift, the employee will be excused from the remainder of the shift with no loss of salary. (See note below.)

Volunteer Fire Fighting

The full pay of an employee will be paid during the time spent by the employee during their regular working hours in fighting fires or in answering other public alarms, provided that the employee is a member of the volunteer fire department that is engaged in the activity or, in the event of a forest fire, the employee is engaged in an organized forest fire fighting operation in the area in which the employee's campus or center is located. (See note below.)

Ambulance Driving

The full pay of an employee will be paid during the time spent by the employee during their regular working hours in nonscheduled driving of an ambulance for a volunteer ambulance club or organization serving the community where the employee's campus or center is located. If an employee is a volunteer ambulance driver for a volunteer ambulance club or organization that does not primarily serve the community where the employee's campus or center is located, the full pay of the employee will be paid during the time spent by the employee during their regular working hours in driving an ambulance provided:

- 1. The driving is limited to unplanned emergencies, and
- 2. The employee is not called from work to drive. (See note below.)

Subpoenaed Witness

If an employee is subpoenaed as a witness and is not a party to the legal action, the employee's full salary will be paid for the time spent by the employee during their working hours as a witness. (See note below.)

Civil Air Patrol Members

A member of a Civil Air Patrol Group involved in an air search and rescue mission will be paid their full salary for the time spent by the employee during their regular working hours, provided there is an authorized mission and the Civil Air Patrol authorities have requested the employee to report for duty. (See note below.)

Emergency Rescue

The full pay of an employee will be paid during the time spent by the employee during the employee's regular work hours when engaged in an organized emergency rescue, provided the employee is a member of a bona fide search and rescue organization and the rescue activity is in the area in which the employee's campus or center is located. (See note below.)

NOTE: Paid time off covered by the Involuntary Jury Service, Volunteer Fire Fighting, Ambulance Driving, Subpoenaed Witness, Civil Air Patrol, and Emergency Rescue Sections, includes time spent in the activity described, plus travel time, time necessary for normal sleeping, etc., as determined by management.

OVERTIME - NONEXEMPT STAFF:

Overtime is all time worked by a staff member appointed to a nonexempt position for the University that is in excess of forty (40) hours in a work week. In any week in which a University holiday occurs on an employee's regularly scheduled work day, or an employee has used other approved paid time off, such holiday or paid time off will be considered as time worked.

Overtime is permitted to be worked only after advance approval by the manager. Such approved overtime is paid for at the rate of time and one-half the hourly rate, or at the rate of two times the hourly rate if the overtime qualifies as holiday overtime.

SHIFT PREMIUM - NONEXEMPT STAFF:

Employees in nonexempt positions will be paid a shift premium of \$.60 per hour for work beginning between the hours of 1:00 p.m. and 9:59 p.m., and \$.65 per hour for shifts beginning between 10:00 p.m. and 4:59 a.m. for all continuous hours worked on the shift. The shift premium will be added to the base rate before the calculation of an overtime rate.

UNAUTHORIZED ABSENCE:

Employees must follow appropriate approval processes as determined by the University in order to be approved for the use of paid or unpaid time off. Absences from work which are not approved by either the employee's manager or, in the case of a leave of absence, by the Absence Management Team, will be considered unauthorized and will not be paid. Employees may be subject to discipline for unauthorized absences up to and including termination from employment.

If an employee is absent from work and has not notified their supervisor, the employee will be considered as having abandoned their job at the completion of the third consecutive work day of unauthorized absence, unless the manager judges the circumstances to have been emergency in nature, and it can be shown that it was impossible for the employee to have given proper notification to the employee's manager.

RE-EMPLOYMENT WITH THE UNIVERSITY:

If an employee terminates employment with the University and is rehired after break in service, the following conditions apply:

- 1. The employee is a probationary employee, and will serve a new probationary period as outlined above.
- 2. The employee does not receive service credit for their period of prior employment for the purpose of increasing the vacation accumulation rate, the length of leave of absence, or other working conditions related to length of service unless provided by University policy.
- 3. The employee does not receive credit for any unused sick leave from a previous period of employment.

REVISIONS:

November 28, 2018 - Probationary period section updated to clarify at-will status of probationary employees. Pronouns updated to reflect and promote an inclusive culture.

January 1, 2018 - Policy rewritten to reflect University practice and changes related to Workday.

May 1, 2011 - Layoff and Recall section deleted.

December 2, 2010 - Overtime-Nonexempt Staff Section updated.

November 5, 2010 - Added language to reflect the Competencies Classification System changes.

July 1, 2010 - Probationary period extended to 12 months and death in family language clarified.

October 10, 2003 - Major policy re-write.

AC61 Faculty Contracts (Formerly HR61)

Policy Steward:

Vice Provost for Faculty Affairs

POLICY'S INITIAL DATE: September 7, 1982 THIS VERSION EFFECTIVE: November 9, 1987

- Purpose
- Contract Length
- Length of Offer
- Memorandum of Personal Service
- Vacation Leave
- Holidays
- Other Policies

PURPOSE:

To establish the terms and conditions for making standing appointment offers to, and contracting the services of, individuals classified as academic or academic administrator.

CONTRACT LENGTH:

All standing appointment faculty members will be employed on a 36-week(academic year) or a 48-week (extended year) contract. No standing appointment faculty member of The Pennsylvania State University shall have a contract commitment through the University in excess of 48 weeks in any fiscal year.

LENGTH OF OFFER:

The letter offering a standing appointment to a candidate should include, as a minimum, the following:

- 1. The specific rank being offered;
- 2. An explicit statement that the Memorandum of Personal Service is included and that it must be signed and returned;
- 3. Explicit reference to inclusion of the pamphlet "Conditions of Employment;"
- 4. A general statement that the faculty member will be expected to participate in instruction, research, scholarly activity and continuing education or cooperative extension as assigned;
- 5. A statement that the precise nature of the duties of the individual will be determined by the appropriate academic administrative person in whose division or department the appointment will be made;
- 6. A statement that provisional appointments and appointments with tenure are subject to the terms and conditions of University tenure policies;
- 7. Signature by the dean, or by an academic administrator specifically authorized by the dean to make standing appointment offers to candidates.

MEMORANDUM OF PERSONAL SERVICE:

A Memorandum of Personal Service is included with each letter offering a standing appointment to a faculty candidate. The approved Memorandum of Personal Service forms, one for the 36-week appointment and another for the 48-week appointment, can be obtained from the Office of Human Resources.

VACATION LEAVE:

While standing appointment faculty members do not earn vacation leave as such, some academic units have established systems for defining days not on duty between the 48-week contract and the 52-week calendar year.

HOLIDAYS:

Standing appointment faculty members are entitled to the official University holidays. A listing of University holidays may be found in Policy HR34.

OTHER POLICIES:

This policy statement is concerned only with the specific of the contractual commitment. Other personnel policies of the University are also pertinent to the hiring of standing appointment faculty and should be consulted.

HR68 Postdoctoral Appointments

PURPOSE:

To outline the terms and conditions of postdoctoral scholar and postdoctoral fellow appointments.

DEFINITION OF POSTDOCTORAL APPOINTMENTS:

Postdoctoral appointments shall:

- 1. be full-time, but temporary, one-year appointments which include four (4) weeks of paid leave;
- 2. be granted to appointees who were awarded a Ph.D. or equivalent doctorate (e.g., Sc.D, M.D., D.D.S., J.D.) in an appropriate field (typically in the last five (5) years) and provide the appointee with training under the supervision of a faculty member of a department;
- 3. involve substantially full-time research or scholarship;
- 4. function as a preparatory time for their careers;
- 5. provide the appointee with the opportunity to publish the results of their research or scholarship during the period of the appointment; and
- 6. provide the appointee with technical training and opportunities for professional and career development.

DESIGNATED TITLES:

Designated titles for postdoctoral appointments at The Pennsylvania State University are Postdoctoral Fellow and Postdoctoral Scholar. The title of Postdoctoral Fellow will be used only in connection with appointments financed under a Postdoctoral Fellow Program of a granting agency outside the University. The title of Postdoctoral Scholar will be the usual designation for all other postdoctoral appointments.

LENGTH OF APPOINTMENT:

Postdoctoral appointments are intended for individuals who have recently completed a Ph.D. or equivalent doctorate typically within five (5) years of completion of their degree. Individuals with titles other than postdoctoral fellow or postdoctoral scholar are not covered under this policy.

Appointments are offered as one-year terms with the possibility for renewal. All renewals are contingent upon available funding, satisfactory performance on the part of the postdoctoral scholar/fellow, and adherence to all University policies and professional standards of conduct. No individual shall be appointed to a postdoctoral scholar/fellow appointment for more than a total of five (5) years.

If the appointment is not being renewed at the end of the appointment period for any reason, including lack of adequate funding, or the postdoctoral scholar/fellow has reached a maximum of five (5) years in the position, at least thirty (30) days' notice, in advance of the appointment end date must be given. Postdoctoral scholars/fellows are expected to continue performing assigned responsibilities during the notice period.

RESPONSIBILITY FOR CLEARING APPOINTMENT:

All postdoctoral appointments will be approved by the appropriate dean and the Office of the Vice President for Research will maintain a current inventory of all appointments. Prior to extending an offer, the supervising faculty member or department shall demonstrate availability of sufficient funding to cover the twelve (12) month appointment.

INTERNATIONAL APPOINTMENTS:

The University recognizes that there are a significant number of postdoctoral scholars/fellows who are foreign nationals. Supervising faculty members who extend offers to international postdoctoral scholars/fellows must adhere to all applicable federal regulations and University policies regarding their postdoctoral appointments. The individual must be eligible for the appropriate immigration status for the length of the appointment. Faculty and foreign national scholars/fellows should consult with International Scholar Advising, Directorate of International Student and Scholar Advising (JScholarAdv@psu.edu) to ensure compliance with visa requirements regarding offers, renewals, leaves of absence, and exits/terminations. Failure on the part of the postdoctoral scholar/fellow to maintain appropriate work authorizations and/or visa extensions as appropriate will result in termination.

REMUNERATION:

Postdoctoral scholars/fellows should be compensated an amount of no less than the current minimum salary provided in the <u>Table of Stipends for Postdoctoral Appointments</u>.

INSURANCE/BENEFITS:

Postdoctoral scholars/fellows may enroll in an available University-sponsored health plan effective with the date of appointment. Those who enroll will contribute for an available University-sponsored health plan on the same basis and at the same rates as regular faculty and staff member contributions. Such contributions will be deducted monthly.

In addition, postdoctoral scholars/fellows may enroll in the University's dental and/or vision plan.

Postdoctoral scholars/fellows may elect to participate in the Age-graded Life Insurance Plan and elect an amount of coverage equal to their annual stipend not to exceed \$50,000. Postdoctoral scholars/fellows are not eligible for the University's mandatory retirement plan; however, they may elect to participate in a supplemental retirement plan through TIAA. See the <u>Office of Postdoctoral Affairs website</u> for coverage details.

HOLIDAYS:

Postdoctoral scholars/fellows are generally eligible to follow the holiday schedules established for their respective campuses. Postdoctoral scholars/fellows will not be expected to perform any duties of the position on official University holidays, including the shutdown period during the December/January holidays at campuses that are closed during that time. If it is necessary for the postdoctoral scholar/fellow to perform their duties on a University holiday, then compensatory time off equivalent to the number of hours worked on the holiday will be provided by the unit. Use of holiday compensatory time off is subject to the approval of the supervising faculty, shall be used prior to other leave, and shall not be paid out at the time of separation. Supervising faculty should provide advanced notice to the postdoctoral scholar/fellow in the event they will be required to work on an official University holiday.

PAID LEAVE:

As part of each one-year appointment, postdoctoral scholars/fellows are provided with four (4) weeks or twenty (20) business days of paid leave to cover absences to include, but not be limited to, doctor's appointments, personal illness, caring for an ill family member, funeral leave, vacation, and other similar situations. The timing and duration of leave must be agreed upon and approved in advance by the postdoctoral scholar/fellow and supervising faculty member unless circumstances make advanced approval not possible. Unused leave cannot be rolled over from one appointment year to the next or used to extend the appointment at the time of

separation from the University. However, unused leave may be used during the last week of the appointment if needed to cover an approved absence. Unused paid leave shall not be paid out to the postdoctoral scholar/fellow at the time of separation.

LEAVES OF ABSENCE:

Leaves of absence without pay for a reasonable period of time beyond the four (4) weeks of paid leave will be considered on a case-by-case basis. Departments may be able to provide for some work to be completed remotely (e.g., data analysis), permitting the postdoctoral scholar/fellow to remain in paid status.

Postdoctoral scholars/fellows may be eligible for leave under the Family and Medical Leave Act. To the extent that a postdoctoral scholar/fellow is eligible for such leave, it shall run concurrently with paid and unpaid leave under this policy. Whenever a postdoctoral scholar/fellow would like to request a paid or unpaid leave of absence, they shall contact the Penn State Human Resources, Absence Management Office at <u>absence@psu.edu</u>. The Absence Management Office shall work with the supervising faculty member and the Office of Postdoctoral Affairs (postdocaffairs@psu.edu) when vetting and approving such requests.

Before a leave of absence is discussed with an international postdoctoral scholar/fellow, the Penn State Human Resources, Absence Management Office shall contact International Scholar Advising, Directorate of International Student and Scholar Advising (<u>JscholarAdv@psu</u> to ensure consistency with federal regulations.

Postdoctoral scholars/fellows should refer to <u>New Parent Accommodation Guidelines</u> (not an actual policy). Postdoctoral scholars/fellows may be eligible for parental leave. Please contact the Absence Management Office (<u>absence@psu.edu</u>) to discuss the parameters for parental leave for postdoctoral scholars/fellows.

EXPECTATIONS OF PERFORMANCE:

Every postdoctoral scholar/fellow is expected to exhibit and promote the highest ethical, moral, and professional standards as researchers, future faculty, professionals, and leaders in their respective fields. All postdoctoral scholars/fellows should receive Responsible Conduct of Research training through their faculty mentor, department and/or college. Research misconduct as per <u>https://www.research.psu.edu/researchmisconduct</u> is regarded as a serious offense, raising grave doubt that the postdoctoral scholar/fellow is worthy of continued membership in the postdoctoral community at the University.

In addition to demonstrating satisfactory research progress, fulfillment of assigned duties, and adherence to all University policies, postdoctoral scholars/fellows must maintain proper ethical, moral, and professional standards. The primary duties of postdoctoral scholars/fellows are research and scholarship. However, postdoctoral scholars/fellows seeking additional experiences in other areas such as teaching or consulting should consult with their supervising faculty members prior to accepting any such additional duties. Supervising faculty have the discretion to approve or deny such requests based on the funding criteria, performance, and individual circumstance.

It is strongly recommended and expected that all postdoctoral scholars/fellows be provided a written outline of the expectations of the supervising faculty member at the beginning of their appointment. To the extent possible this document should include a description of specific responsibilities. The document should be the first step in developing an Individualized Development Plan (IDP) for the postdoctoral scholar/fellow in order to guide their professional development during their time at the University (See <u>Appendix A</u>). The IDP is extremely helpful in guiding postdoctoral and early career researchers and is required by a growing number of federal funding agencies.

Postdoctoral scholars/fellows should also receive an annual evaluation at the end of each appointment year (See <u>Appendix B</u>). This evaluation will include a written assessment of their performance, which is to be discussed by the postdoctoral scholar/fellow and the supervising faculty member.

Although it is expected that all postdoctoral scholars/fellows demonstrate satisfactory performance in their research, fulfill all responsibilities outlined by the faculty member, demonstrate professional and ethical standards of behavior, and adhere to all University policies, there are occasions when improvement in one or more of these areas is needed. Failure to meet the expectations identified by the supervising faculty member may result in actions including the implementation of a Plan for Improvement (PFI) and/or sanctions, which may include termination of the appointment. If a supervising faculty member determines that the performance and/or behavior of a postdoctoral scholar/fellow is not meeting expectations, the faculty member should notify and consult with the college Associate Dean for Research and unit Human Resources Strategic Partner or Consultant. The supervisor should then meet with the postdoctoral scholar/fellow to notify them that their performance and/or behavior is a concern and develop a PFI (See <u>Appendix C</u>). Once a PFI has been implemented, it is the responsibility of the postdoctoral scholar/fellow to adhere to all parameters outlined in the plan and of the supervising faculty member to monitor and document progress accordingly. If the postdoctoral scholar/fellow has not demonstrated satisfactory improvement and not met expectations within the time allotted, the faculty member will provide a final written assessment of their performance, along with a termination letter, indicating the specific date that the appointment will end.

All Plans for Improvement must be reviewed and approved by the unit Human Resources office prior to being implemented with the scholar or fellow. Penn State Human Resources will consult with other University offices as needed (e.g. Office of Postdoctoral Affairs, Affirmative Action Office, Employee Relations, Office of General Counsel) prior to giving approval to the faculty member to implement the PFI.

TERMINATIONS:

Postdoctoral appointments can be terminated prior to the completion of the contract term for the following reasons:

a. Voluntary resignation:

In the case of a voluntary resignation by the postdoctoral scholar/fellow, the University requests that the postdoctoral scholar/fellow provide a minimum of thirty (30) days' notice to the faculty supervisor and follow the appropriate exit procedures within the research group and department.

b. Unsatisfactory performance or behavior; research misconduct; or violation of University policy:

If a faculty supervisor is considering termination of a postdoctoral scholar/fellow, they must consult with their unit HR Strategic Partner and/or the Associate Dean of Research, who may consult with other appropriate offices. If the postdoctoral scholar/fellow is being terminated prior to the end of the appointment period due to unsatisfactory performance and/or an unsuccessful PFI, the postdoctoral scholar/fellow must be given advanced notice. The number of days of notice will be decided on a case-by-case basis.

If the postdoctoral scholar/fellow is being terminated prior to the end of the appointment period due to unsatisfactory behavior, research misconduct, or violation of University policy, the number of days of notice will be determined on a case-by-case basis. In certain cases where the behavior is deemed egregious by the University, termination of the appointment may be effective immediately.

Decisions to terminate postdoctoral scholar/fellow appointments involuntarily for cause must be approved in advance by the college or work unit budget executive or designee. Under any termination of appointment,

postdoctoral scholars/fellows must adhere to University policy <u>HR102 Separation and Transfer Protocol</u> regarding the submission of keys, research equipment and materials, research data, and all other University property.

International postdoctoral scholars/fellows must contact the Directorate of International Student and Scholar Advising in the University Office of Global Programs to determine their visa status as a result of the termination.

GRIEVANCE PROCEDURE:

Postdoctoral scholars/fellows should always attempt to resolve problems concerning their professional situation by discussing the matter with their supervisor. If there is a reason for the postdoctoral scholar/fellow to believe that this avenue is inappropriate, they may seek recourse through the department or division or program head, or from the associate or assistant dean of their college or division. The postdoctoral scholar/fellow may also seek advice from the college Ombudsperson, unit Human Resources Office and Office of Postdoctoral Affairs.

Occasionally, there are disagreements between postdoctoral scholars/fellows and their supervisors that cannot be resolved in the administrative structure of the department, division, program, or college. Such problems may involve alleged violations of academic freedom, professional ethics, and procedural fairness and consistency. There may be disagreements concerning authorship credit or intellectual property ownership. If a resolution of such problems cannot be achieved at the department, division, or program level, the following procedures are to be followed. This procedure is not to be utilized for instances of unsatisfactory performance or behavior by the postdoctoral scholar/fellow. If for some reason the proper jurisdiction is not clear, then the Vice President for Research shall decide on the appropriate procedure.

- 1. For disagreements that are unresolved at the department or program level, a grievance process will be initiated when the postdoctoral scholar/fellow files a written grievance with the dean of their college. The parties to the grievance process shall be the person(s) filing the grievance and the person(s) responsible for the act or omission that gave rise to the grievance.
- 2. In response to the grievance, the College Dean appoints and convenes a Hearing Committee consisting of five members. From that time until the hearing ends, the College Dean refrains from involvement in the dispute. The Hearing Committee consists of two postdoctoral scholars/fellows, two faculty members, and an administrator who will serve as chairperson. All members of the Hearing Committee will be from outside the academic department or unit in which either the postdoctoral scholar/fellow or faculty member who is involved in the grievance participates.
- 3. Each party is allowed up to three disqualifications from this committee without cause. An indefinite number of disqualifications is allowed with cause, as determined by the College Dean. The College Dean makes additional appointments as necessary to fully staff the Hearing Committee.
- 4. The Hearing Committee attempts to resolve the disagreement within 30 calendar days of receiving the complaint.
- 5. The hearing is not public. During the hearing, either party may have present an adviser, who must be a postdoctoral scholar/fellow, faculty, or a staff member of the University. In light of the nature and spirit of the proceeding, representation by legal counsel is prohibited.
- 6. The Hearing Committee may have present at the hearing such assistance as it deems necessary.
- 7. The Hearing Committee is not bound by strict rules of evidence and may admit any relevant evidence.
- 8. The hearing is audio recorded, and a recording of the hearing is kept through any appeal processes. The parties involved may request to listen to the recording and take written notes until it is destroyed, however, copies are not provided.
- 9. The parties are afforded an opportunity to obtain necessary witnesses and documentary and other evidence. The department or program involved makes all reasonable efforts to cooperate with the committee in securing witnesses and making available documentary and other evidence.

- 10. Each party has the right to confront and cross-examine all witnesses. Expenses incurred in obtaining a witness will be the responsibility of the party requesting the witness.
- 11. The Hearing Committee's findings are based solely on the hearing record. In cases where issues involve authorship, the Hearing Committee should adhere to the spirit of University policy <u>IP02 Co-Authorship</u> of Scholarly Reports, Papers and Publications.
- 12. The Hearing Committee submits its findings and recommendations in writing to the College Dean and to the parties involved. Based solely on the record of the hearing, the College Dean may endorse all, part, or none of the Hearing Committee's recommendations. In coming to a decision, the College Dean may consult with the Vice President for Research. A written notice of the decision of the College Dean is provided to the Hearing Committee and the parties involved within three weeks of receipt by the College Dean of the Hearing Committee's recommendations. If the College Dean does not endorse all of the findings and adopt all the recommendations of the Hearing Committee, an explanation will be included in the written notice. The decision by the College Dean shall be final, but does not preclude existing independent avenues of appeal (e.g. Faculty Rights and Responsibilities). The record of this decision, along with supporting documents, shall be submitted to the Office of General Counsel and the Vice President for Research and kept by the Vice President for Research for not less than five (5) years from the date of the resolution of the complaint.
- 13. After the final decision, all efforts should be made to reconcile the situation within the research group. In the rare case where irreconcilable differences exist even after the resolution, and where the decision is made against the faculty member, it will be the responsibility of the College Dean to find another similar position in the University for the postdoctoral scholar, and, if necessary, to provide bridge funding for this position for up to six (6) months.

POLICY EXCEPTIONS:

This policy applies to all individuals designated as postdoctoral scholars/fellows. In extenuating circumstances, exceptions to this policy may be requested to meet specific training or personnel needs. All such requests will be considered on a case-by-case basis. Any request for an exception must be submitted by the principal investigator or supervising faculty member to the college/unit's Associate Dean for Research and unit Human Resources Office for review and, if appropriate, forwarded to the Director of the Office of Postdoctoral Affairs (OPA) for approval. The Director of the OPA will consult with the Vice President for Research if necessary and notify the college Associate Dean for Research and unit Human Resources Office of the final decision. If the request is denied, there is no further level of appeal and the decision will stand.

FORMS:

Appendix A - Individualized Development Plan (IDP)

Appendix B - Annual Evaluation Form

<u>Appendix C</u> - Plan for Improvement Sample

HR105 Reduced FTE Schedules (Formerly HR88)

Policy Steward:

Vice President for Human Resources

POLICY'S INITIAL DATE: July 1, 2017 THIS VERSION EFFECTIVE: July 1, 2017

Contents:

- Purpose
- Definitions
- Full-time Equivalency
- Reduced FTE Schedules
- Setting Salary Rates
- Payment Frequency
- Benefits
- Retirement Contributions
- Educational Privileges
- Vacation and Sick Leave
- Holidays

PURPOSE:

To outline expectations for full-time staff employees on a reduced FTE schedule.

DEFINITIONS:

Full-time Equivalency (FTE):

The percentage of full-time (40 hours per work week) effort worked during the standard work week or over the course of a given appointment [for example, 75% full-time equivalency (FTE) equals 30 hours of work per work week, or 40 hours of work per week for 9 months of the year].

Reduced FTE Schedules:

The following options are available for employees working less than 100% FTE:

- Year-round schedules of less than 40 hours per week; (employees must work a minimum of thirty (30) hours per week); or
- Less than 12 months per year; (employees must work a minimum of nine (9) months at forty (40) hours per week).

Examples of 75% or greater FTE schedules include:

- 1. A position scheduled for 40 hours per week, 10 months a year = 83.3% FTE
- 2. A position scheduled for 30 hours per week, 12 months a year = 75% FTE
- 3. A position scheduled for 40 hours per week, 9 months a year = 75% FTE

Positions may be created which are scheduled to work reduced FTE schedules when University business needs dictate. Although the University encourages supervisors to consider all other flexible scheduling options, including use of available paid time off, prior to approving an incumbent employee's request to work a reduced FTE schedule, supervisors may place an employee on a reduced FTE schedule if the incumbent employee voluntarily accepts a reduction in work schedule and salary.

All arrangements require appropriate work unit approvals and in all cases supervisors are responsible to ensure that University business needs are efficiently and effectively met. The University may increase a reduced FTE schedule at its sole discretion. Supervisors should provide employees with as much notice as possible when increasing an employee's FTE.

All full-time employees on reduced FTE schedules must maintain a minimum of 75% FTE annually to remain in full-time status with the University.

SETTING SALARY RATES:

The salary of each full-time employee on a reduced FTE schedule is prorated based on the employee's FTE.

For example, if the 100% FTE salary is \$30,000, then the annual 75% FTE salary would be: $30,000 \times .75 = 22,500$.

PAYMENT FREQUENCY:

Employees on a reduced FTE schedule are paid monthly, during months in which they work. Employees who are not scheduled to work twelve months will not receive pay during the months in which they do not work.

BENEFITS:

Employees on a reduced FTE schedule are eligible for all full-time benefits. Insurance rates are calculated on the same basis as all other full-time employees.

Employees who work a reduced schedule year round will have deductions for insurance benefits elected taken from each paycheck monthly. Employees who work fewer than twelve (12) months per year will have deductions for elected benefits taken from each paycheck during months in which they work and earn enough to cover deductions. Employees will be billed at the employee rate for elected benefits during months in which their pay is not enough to cover the deduction or during months in which they receive no pay.

If an employee chooses to discontinue medical coverage during months not worked, the employee and dependents must wait until the University's annual open enrollment to elect coverage to be effective the following benefit year. Employees hired prior to January 1, 2010 who elect not to participate in medical coverage during the months not worked, may adversely affect their ability to retire with health benefits as outlined in HR54 Continuation of Group Insurance After Age 60, Age 65, and After Retirement or Death.

RETIREMENT CONTRIBUTIONS:

Retirement contributions are made during months paid, but are not made during months not paid, except that members of TIAA may make private contributions at any time.

For employees enrolled in the State Employee Retirement System (SERS), reduced annual FTE will be reported to SERS. Employees should contact the SERS office to find out how this impacts their retirement calculations.

EDUCATIONAL PRIVILEGES:

Employees on a reduced FTE schedule are eligible for educational grant-in-aid for themselves and their dependents as provided by policies HR36 and HR37 during the entire year regardless of schedule. Employees on months off schedules are eligible for educational grant-in-aid for themselves and their dependents during periods of no pay related to their schedule. Educational privilege eligibility during other periods of leave without pay are handled in accordance with the appropriate leave policies and practices.

VACATION AND SICK LEAVE:

Employees appointed to positions with reduced FTE schedule accrue vacation and sick leave on a monthly basis, however, monthly vacation and sick leave accruals and maximum balances outlined in HR34 Employment Conditions for Staff Employees will be prorated based on the employee's annual FTE. Examples:

- 1. Employee working 40 hours per week, ten months per year, September 1 through June 30 (83.3% annual FTE), earns 83.3% of accrual rates for vacation and sick leave during each of the twelve months (July through June).
- 2. Employee working 40 hours per week, nine months per year, August 16 through May 15 (75% annual FTE), earns 75% of accrual rates for vacation and sick leave during each of the twelve months (July through June).
- 3. Employee working 30 hours per week, twelve months per year earns vacation and sick leave based on 75% annual FTE during each of the twelve months (July through June).

The maximum vacation accruals outlined in HR34 are prorated based on the employee's annual FTE. Employees on a reduced FTE schedule who meet the eligibility requirements under HR34 for payoff for vacation accumulation at the time of separation will be paid out vacation accruals at the time of separation. Payments will not exceed the prorated maximum accrual amount.

Employees who are retirement eligible are entitled to a payout of their sick accruals in accordance with HR34. Such payouts are prorated based on the employee's annual FTE.

HOLIDAYS:

Employees on reduced FTE schedules receive benefits for holidays in accordance with HR34. Holiday time for employees on a reduced FTE schedule is prorated based on the employee's annual FTE.

If a holiday falls at a time when the employee is not scheduled to work, then the employee will earn holiday compensatory time. Employees must request holiday compensatory time for holidays which occur during their months off upon their return to work.

If a holiday falls during a time when the employee is scheduled to work more hours than the prorated holiday benefit, then the employee will be required to charge accrued holiday compensatory time, personal holiday, or vacation time to supplement the holiday benefit. Holiday compensatory time should be scheduled in advance like vacation and used prior to vacation time.

Example:

An employee working 40 hours per week September through May, and not working in June, July and August (75% annual FTE) receives 6 hours of holiday time for all of the University holidays. Therefore, this employee accrues 6 hours of holiday compensatory time for the July 4th holiday; would use 2 hours of holiday compensatory, personal holiday, or vacation time per holiday to augment the holiday benefit time on the Labor Day, Thanksgiving, and December/January holidays; and the Memorial Day holiday.

CROSS REFERENCES:

HR103 - Appointments

- HR34 Employment Conditions for Staff Employees
- HR36 Educational Privileges for Faculty, Staff, and Retirees
- HR37 Grant-in-Aid for Dependents of Faculty, Staff, and Retirees
- HR54 Continuation of Group Insurance After Age 60, Age 65, and After Retirement or Death
- HR92 Employment Conditions for Employees Classified as Administrator

HR103 Employment Conditions for Part-Time Employees

PURPOSE:

To outline terms and conditions applicable to part-time employees as defined by Policy HR06 Appointments.

CONDITIONS OF PART-TIME EMPLOYMENT:

Each part-time employee may be eligible for the following benefits and/or those required by federal, state and local laws.

- 1. Workers' Compensation insurance.
- 2. Unemployment Compensation insurance.
- 3. **Retirement Plan** subject to the regulations governing membership in a University retirement plan. <u>http://ohr.psu.edu/benefits/retirement/</u>
- 4. **Tax-deferred Annuity** Employees may elect to participate in a University tax-deferred annuity plan. Such deduction shall be based on a percentage of salary (up to the legal limits) and shall be taken only if sufficient salary remains to cover taxes, fees, or other required deductions.
- 5. **Overtime** Employees may be entitled to overtime as is defined by the Fair Labor Standards Act. <u>http://www.dol.gov/WHD/overtime_pay.htm</u>.
- 6. **Family and Medical Leave** In accordance with the Federal Family and Medical Leave Act of 1993 (FMLA), qualifying employees may be eligible for a total of 12 work weeks of unpaid leave (26 weeks for military caregiver leave) during any consecutive 12-month period for qualifying reasons. For more information regarding FMLA please see https://www.dol.gov/whd/fmla/.
- 7. **Healthcare Benefits** In accordance with the Patient Protection and Affordable Care Act, qualifying employees may be eligible for an offering of University sponsored healthcare. For more information please see http://ohr.psu.edu/benefits/health-care-reform/.
- 8. **Shift Premium** Part-time employees who are non-exempt may be eligible for a shift premium. Additional information on shift premium rates and eligibility can be found at https://policyedit.libraries.psu.edu/part-time-non-exempt-employee-shift-premium.

NOTE: Part-time employees who obtained healthcare, earned time, and holiday time benefits under former policy HR05 prior to December 31, 2014 may continue to be eligible for those benefits provided they continue to meet the <u>established criteria</u>.

TAB F

University Retirement Policies

THE PENNSYLVANIA STATE UNIVERSITY RETIREMENT PLANS

Virtually all faculty and staff members participate in one of two retirement programs at Penn State University -- the State Employees' Retirement System (SERS) and the Teachers Insurance and Annuity Association-College Retirement and Equity Fund (TIAA). A small number of employees (less than one percent) participate in the Federal Civil Service Retirement System and the Public School Employees' Retirement System (PSERS). Membership in the federal plan is required for those few positions funded wholly by federal funds.

Currently, there are 21,313 faculty and staff members participating in one of the four programs. A breakdown of participation is as follows:

As of November 2019:

SERS	6,793
TIAA	14,071
Federal Retirement	1
PSERS	448

The employee contribution rate for SERS is 6.25% and TIAA is 5.00% of gross salary. EFFECTIVE JULY 1, 2019, the University contributes 36.04% for the majority of the current members of SERS and 9.29% to TIAA.

These contribution rates -- both for the employee and for the employer are determined by the Commonwealth.

Election of a retirement system is mandatory for all full-time faculty and staff members. In addition, State law requires participation for part-time faculty and staff upon the completion of 750 hours of employment in a calendar year. The retirement systems are not integrated with the Federal social security benefits and the retirement benefit is in addition to the benefit provided by social security.

The SERS plan is available to faculty and staff members of the University and agencies of the Commonwealth of Pennsylvania. SERS provides a fixed dollar annuity with benefits determined by length of service and average salary for the three highest years of earnings. SERS retirement is calculated on a formula basis. The formula is either 2.0% or 2.5% times the number of years and months of retirement credit, times the average of the highest three years of earnings. There are a variety of retirement options available under the plan.

In 1974, the Commonwealth enacted legislation that enabled Penn State to offer TIAA as an alternate retirement plan. TIAA and CREF are nonprofit insurance and annuity companies, whose membership is limited exclusively to employees of colleges and universities and to employees of any other not for profit institutions. TIAA is a legal reserve life insurance and annuity company and returns a fixed annuity. Its companion, CREF, was established to provide benefits based on variable investments, primarily in the equities and bond markets. Retirement income from membership in TIAA is determined by the amount of money that has been contributed to the account by the faculty of staff member and the University, the age at retirement, and the performance of the TIAA investments. There are a number of retirement options available through TIAA at time of retirement.

TAB G

Tuition Grant-in-Aid

HR36 Educational Privileges for Faculty, Staff, and Retirees

PURPOSE:

To provide faculty, staff, and retirees the opportunity to advance their education by taking University courses at reduced fees.

EMPLOYEE ELIGIBILITY:

The following categories are eligible for educational privileges:

a. A regular employee during active periods of employment and certain inactive periods of employment. See <u>HR16</u>, <u>HR19</u>, <u>HR34</u>, <u>HR88</u>, and <u>HRG11</u> for eligibility of regular employees during inactive periods of employment.

b. A faculty or exempt staff member appointed on a full-time Fixed-Term II, or full-time, faculty Visiting Appointment for at least one semester or summer session, during any time covered by that appointment which encompasses both the beginning and end of a semester or summer session.

c. A member of the armed services who is on the staff of the Department of

- 1. Military Science
- 2. Air Force Aerospace Studies
- 3. Naval Science

d. A retired employee, provided the retiree meets the requirements for the continuation of benefits after retirement.

SERVICE REQUIREMENT:

Educational privileges are available for any semester or summer session in which classes begin on or after the faculty or staff member's date of full-time, regular employment.

Employees are not eligible for educational privileges for any semester or summer session in which classes begin after the employee's final day of full time, regular employment status. Also, the faculty or staff member must remain in regular employment status for at least one-half of the semester or summer session in order to maintain eligibility for the educational privileges. These limits do not apply to an eligible retiree as indicated in "d" in the section above.

WHERE COURSES ARE OFFERED:

Eligibility for University educational privileges for an employee applies at all University locations.

LIMITATIONS:

The educational privileges apply to all resident instruction and continuing education credit courses except the professional curriculum such as those offered at the College of Medicine at The Milton S. Hershey Medical Center, the Smeal College of Business Administration Executive MBA Program, and the Dickinson School of Law. Educational privileges do not apply at summer camps or workshops operated by the University unless University credit is given and regular tuition is charged.

REQUIRED APPROVAL:

Permission for a regular employee to schedule courses is a special arrangement and privilege, and should not be considered as a right. It is granted only when the supervisor believes that the scheduling of courses will not interfere with the efficient operation of the employee's regular University duties.

CREDIT LIMITS - 12-MONTH EMPLOYEES:

Scheduling of classes by a regular employee on a twelve-month-service basis (including an academic employee), either for credit or to audit, is limited to sixteen (16) credits per academic year beginning with the summer session.

An employee (other than academic) can schedule up to a full schedule of credits during a semester or summer session that the employee is not working, provided that he or she is on vacation or layoff during the entire period of that academic session.

CREDIT LIMITS - TWO-SEMESTER EMPLOYEE

Scheduling of classes by a regular employee on a two-semester-service basis (including an academic employee), either for credit or to audit, is limited to twelve (12) credits during the two semesters in which the employee has worked within the academic year.

A two-semester-service basis employee can schedule up to a full schedule of credits during the summer session the employee is not working, provided he or she continues to receive payments on the salary payroll.

GRADUATE DEGREE LIMITATION:

No academic employee above the rank of Instructor, Research Assistant, or equivalent may receive from the University the Master's Degree or the Doctor's Degree in any graduate program where the faculty member has membership, teaches courses, serves on Master's or Doctoral

Committees, or has other supervisory responsibilities which might give rise to conflicts of interest. The faculty member should inform his/her department head of his/her intention to pursue an advanced degree.

COUNTY AGENTS, HOME ECONOMICS EXTENSION PERSONNEL, CERTAIN CONTINUING EDUCATION PERSONNEL:

A County Agricultural Agent or Home Economics Extension Representative (including those at the Assistant and Associate ranks), and certain Continuing Education personnel with the job titles of Assistant Director for Continuing Education, Area Director, or Area Representative, including Coordinators and Specialists in various subject matters or program areas, can schedule up to a full schedule of credits during a semester or summer session that the employee is not working, provided that he or she is on vacation, layoff, or leave of absence during the entire period of that academic session.

AMOUNT OF FEE REDUCTION:

The educational privileges include a reduction of 75% of the tuition payable per credit.

OTHER LIMITATIONS:

The educational privilege is a generous benefit provided to employees and additional Penn State funds should not be used to supplement the educational privilege benefit. Therefore, those receiving educational privileges are not eligible for University scholarships and also may not receive funding from other University sources(general, restricted or unrestricted miscellaneous funds), with the exception of endowed funds specifically established for the benefit of employees.

Note that <u>HR38 - University Courses for Training Faculty and Staff</u> covers situations where the department wants an employee to take a course as professional development. General funds may be used in these situations, but the department must pay 100% of the cost and the educational privilege(employee grant-in-aid) does not apply. Departments are not permitted to ask employees to enroll using the educational privilege, and then to reimburse the employee for the 25% of tuition not covered.

If additional support is provided through an endowed fund specifically established for the benefit of employees, the award to the employee must be posted in the ISIS system for all credit courses - no direct reimbursement to the employee is permitted. In addition, the application of these funds may only be used to cover remaining tuition - no refunds to employees may result from the application of these funds. All awards to employees must meet the eligibility requirement of the endowment and those receiving the funding must be approved by the budget executive for the unit as well as for the budget executive for the employee's home budget, if not the same as the budget executive for the endowment.

CROSS REFERENCES:

- HR16 Leave of Absence without Salary (Other than for Extended Active Military Service)
- HR18 Graduate Study Leave of Absence
- HR19 Leave of Absence for Active Military Service or Training
- HR34 Employment Conditions for Staff Employees
- HR37 Grant-in-Aid for Dependents of Faculty, Staff and Retires
- HR54 Continuation of Group Insurance After Age 60, Age 65, and After Retirement or Death
- HR88 Alternatives to Regular Twelve Month Staff Employment
- HRG11 Family and Medical Leave
- HRG13 Definition of Formal Study as Outlined in HR16

HR37 Grant-in-Aid for Dependents

PURPOSE:

To provide dependents of full-time employees, retirees, and those with emeritus status, the opportunity to take University courses at reduced fees.

AMOUNT OF UNIVERSITY GRANT-IN-AID:

Regular tuition will be assessed for each dependent. A dependent is eligible for University Grant-in-Aid tuition discount provided application is made by a full-time employee or retiree, or in the case the full-time employee is deceased, the person authorized to act for the dependent. The amount of the Grant-in-Aid would result in out-of-pocket costs for employees to be 25% of the effective in-state tuition rate (excluding other student fees).

NOTE: Tuition reduction for a spouse taking graduate level classes may be subject to taxes. Please contact the Payroll Office for tax information.

AMOUNT OF FEE REDUCTION:

The educational privilege is a reduction of 75% of the tuition payable per credit.

ELIGIBLE EMPLOYEES:

Dependents of the following employees are eligible for University Grant-in-Aid:

- Full-time employees during active periods of employment and certain inactive periods of employment. See University policies <u>HR16 Leave of Absence without Salary (other than for Extended Active Military Service)</u>, <u>HR19 Leave of Absence for Active Military Service or Training</u>, <u>HR34 Employment</u> <u>Conditions for Staff Employees</u>, <u>HR105 Reduced FTE Schedules</u>, and <u>HRG11 Family and Medical Leave</u> for eligibility during inactive periods of employment.
- 2. A member of the armed services who is on the staff of the Department of:
 - Military Science
 - Air Force Aerospace Studies
 - Naval Science
- 3. A retired employee provided the retiree meets the requirements for the continuation of benefits after retirement (see University policy <u>HR54 Continuation of Group Insurance after Age 60, Age 65, and after Retirement or Death</u>) and those with emeritus status under University policy <u>AC25 Emeritus Status</u>.

Note: Technical-service employees covered by the collective bargaining agreement between the University and Teamsters Local Union No. 8 are eligible for the <u>Grant-in-Aid provisions that were in effect on January 1, 2018</u>, as specified in Article XXXVI of the collective bargaining agreement. Such employees are not eligible for the Grant-in-Aid provisions outlined in this policy.

ACTIVE PERIODS OF EMPLOYMENT:

The Grant-in-Aid for a dependent child or spouse is available for any semester or summer session in which classes begin on or after the employee's date of full-time employment. If the employee becomes ineligible for the tuition discount due to changes in appointment status or employment status after the beginning of a semester, the dependent shall continue to receive the discount through that current semester only.

Dependents are not eligible for Grant-in-Aid for any semester or summer session in which classes begin after the employee's final day of employment. These limits do not apply to an eligible retiree as indicated in "3" in the section above. At such time that a dependent becomes ineligible for benefits, it is the responsibility of the employee to notify HR Services at 814-865-1473 immediately.

ELIGIBLE DEPENDENTS:

The following dependents of eligible full-time employees and retirees are entitled to University Grant-in-Aid tuition discount:

- A spouse (unless appointed as a graduate assistant, graduate fellow, or non-stipend scholar);
- Children up to age 26 (regardless of whether they qualify as the employee's tax dependent, are a fulltime student, or are married). *The discount applies to undergraduate credits only; the student cannot be enrolled in a master's level or higher-level program.*

An eligible child is defined as: a biological child, a step-child, or a legally adopted child, or a child for whom the employee is the legal guardian.

Dependents who are eligible for the educational privileges provided by University policy <u>HR36 Educational</u> <u>Privileges for Faculty, Staff, and Retirees</u> are not eligible for the Grant-in-Aid provisions of this policy.

APPLYING FOR GRANT-IN-AID:

Employees and retirees seeking Grant-in-Aid for an eligible dependent must initiate the request for each dependent using the appropriate form as outlined in the <u>Application Procedure</u> for Grant-in-Aid. Grant-in-Aid requests must be made in accordance with the current Application Procedure for dependent Grant-in-Aid in order to be valid. A separate Grant-in-Aid request must be made on behalf of each dependent for each new semester or summer session. Grant-in-Aid requests made after the deadlines outlined in the Application Procedure for dependent Grant-in-Aid requests made after the deadlines outlined in the Application Procedure for dependent Grant-in-Aid requests made after the deadlines outlined in the Application Procedure for dependent Grant-in-Aid will not be retroactively applied and the student will be responsible for the full cost of tuition in accordance with the policies of the University Bursar.

WHERE COURSES ARE OFFERED:

Eligibility for a University Grant-in-Aid applies at all University locations, including World Campus and the Pennsylvania College of Technology and is subject to the following limitations:

LIMITATIONS:

- a. Any dependent of an executive, administrator, academic administrator, academic, staff employee or retiree who has already been approved for the tuition discount and is beyond the age of 26 as of July 1, 2015, will remain on the tuition discount until they attain their first Penn State bachelor's degree, as long as they do not have two consecutive semesters of non-registration. After two consecutive semesters (excluding summer) of non-registered status, the tuition discount will be permanently discontinued.
- b. Any dependent of a technical-service employee who has already been approved for the tuition discount and is beyond the age of 26 as of January 1, 2018, will remain on the tuition discount until they attain their first Penn State bachelor's degree, as long as they do not have two consecutive semesters of nonregistration. After two consecutive semesters (excluding summer) of non-registered status, the tuition discount will be permanently discontinued.
- c. A dependent who reaches the maximum age of 26 will continue receiving the tuition discount until they attain a Penn State bachelor's degree, as long as the original approval for the tuition discount was prior to the dependent reaching age 26 and the dependent has not had two consecutive semesters of non-

registration after reaching age 26. After two consecutive semesters (excluding summer) of non-registered status, the tuition discount will be permanently discontinued.

- d. If a dependent who meets the criteria outlined in "c" has a serious illness or accident, that prevents them from being enrolled for more than two consecutive semesters, upon re-enrollment to the University, the dependent will be eligible to continue to receive the tuition discount. The dependent will continue eligibility for the tuition discount until they attain a Penn State bachelor's degree, as long as they do not have an additional two consecutive semesters of non-registration. After two consecutive semesters (excluding summer) of non-registered status, the tuition discount will be permanently discontinued.
- e. If the dependent is an active or honorably-discharged member of the armed services, the dependent will be eligible for the tuition discount beyond the age of 26 with proof of military service. The tuition discount will apply until they attain a Penn State bachelor's degree; after two consecutive semesters (excluding summer) of non-registered status, the tuition discount will be permanently discontinued, unless recall to active service prevents consecutive semesters of registration
- f. The Grant-in-Aid applies to all resident instruction and continuing education credit courses except for professional curriculum such as those offered at the College of Medicine at The Milton S. Hershey Medical Center, the Smeal College of Business Administration Executive MBA Program, and Penn State Law. It does not apply at summer camps or workshops operated by the University unless University credit is given and regular tuition is charged. The Grant-in-Aid for an eligible child applies only for non-master's level program classes, excluding those outlined above.
- g. When more than one parent is employed by the University, or holds Emeritus Status, the Grant-in-Aid for a dependent is available to only one parent.

DEPENDENT OF A DECEASED FACULTY OR STAFF MEMBER:

Eligible dependent children or a spouse of a full-time employee who becomes deceased as an active employee, are eligible for the Grant-in-Aid tuition discount according to the years of service outlined below.

Eligible Dependent Children and Spouses:

- Employee with 0-5 years of full-time, continuous service = 2 semesters
- Employee with 5-10 years of full-time, continuous service = 4 semesters
- Employee with 10 years or more of full-time, continuous service = 8 semesters
- Dependent must be enrolled within the number of years equal to the employee's years of service
- All other dependent eligibility rules apply

To initiate the Grant-in-Aid application in this circumstance, please contact HR Services at 814-865-1473.

TAB H

2018-19 Travel Expenditures

The Pennsylvania State University 2018-2019 Actual Travel Expense as a Percent of Total Operating Expenditures

	Operating Expenditures	Travel Expense	Travel as a Percent of Total Expense
General Funds *	\$2,625,993,280	\$36,567,805	1.39%

* Excludes Pennsylvania College of Technology

2018-2019 Actual Travel Total

General Funds

University Park Colleges	
Agricultural Sciences	1,595,524
Arts & Architecture	727,144
Business - Smeal College	1,330,987
Communications	453,794
Earth & Mineral Sciences	636,730
Education	664,225
Engineering	1,666,442
Health & Human Development	1,052,758
Information Sciences & Technology	228,558
International Affairs - School	113,691
Liberal Arts	3,113,388
Nursing	202,598
Science - Eberly College	1,644,873
Total University Park Colleges	13,430,712
Support Units	
Global Programs - Univ Office	247,870
Graduate School	140,924
Enterprise Information Tech	756,190
Research	1,217,784
Schreyer Honors College	17,207
Undergraduate Education	869,659
University Libraries	542,346
University Outreach	1,627,210
Athletics Rec Services & Support	82,674
Campus Recreation	461,501
Development & Alumni Relations	1,786,593
Educational Equity	56,495
Finance & Business	2,751,352
Finance & Business - Housing & Foods	
Finance & Business - Physical Plant	378,225
General & Academic Administration	514,850
Intercollegiate Athletics	
Student Affairs	452,003
Strategic Communications	59,499
Total Support Units	11,962,382

2018-2019 Actual Travel Total

General Funds

Commonwealth Campuses	
Abington	892,264
Altoona	739,506
Beaver	255,415
Berks	384,823
Brandywine	390,698
DuBois	191,422
Erie - Behrend	1,119,869
Fayette - Eberly	209,545
Greater Allegheny	249,135
Harrisburg	848,750
Hazleton	332,130
Lehigh Valley	291,459
Mont Alto	218,078
New Kensington	192,853
Schuylkill	291,886
Scranton	343,204
Shenango	129,788
Wilkes-Barre	105,153
York	170,141
VP for Commonwealth Campuses	141,977
Total Commonwealth Campuses	7,498,096
Great Valley	175,535
Total Univ. Less Law, HY & Penn College	33,066,725
Penn State Law	598,969
Dickinson School of Law	257,615
College of Medicine	2,644,496
Total University Less Penn College	36,567,805