

# Additional Pay Form



**Northern Illinois  
University**

Human Resource Services

☒ New

☐ Change

Date: \_\_\_\_\_

## General Information

Employee ID:

Employee Name: (Last, First Name or Initial, Middle Name or Initial)

Suttenfield, Nancy

Primary Department:

OA00000: Finance & Facilities

## Compensation Information

Reason for Additional  
Compensation:

ADA: ADMINISTRATIVE ADJUSTMENT

Effective Start Date:

11/01/2013

Effective End Date:

03/31/2014

## Salaried Employees

|    | HR Account Code | Pay Period Amt/Earnings | Goal/Total Amount |
|----|-----------------|-------------------------|-------------------|
| 1. |                 | \$920.00                | \$1,840.00        |
| 2. |                 |                         |                   |
| 3. |                 |                         |                   |

## Hourly Employees

|    | HR Account Code | Hours | Hourly Rate | Total |
|----|-----------------|-------|-------------|-------|
| 1. |                 |       |             |       |
| 2. |                 |       |             |       |
| 3. |                 |       |             |       |

## Funding Information

Business Unit:

AFFIL: AFFILIATES

Compensatory Department:

OA00000: Finance & Facilities

## Comments / Justification

Authorization:

Additional pay for increased duties

12/31/13  
Pg 806

\* Retro 11/1 - 12/15 Pol off cycle  
\* 12/16 - 12/31 Added to pay sheet  
\* 1/1 - 1/15 " " "

## Authorization

|                             |      |  |      |                          |      |
|-----------------------------|------|--|------|--------------------------|------|
| Fund Advisor                | Date | College/Division                       | Date | Primary Department       | Date |
| Compensatory Department     | Date | Office of the Provost / Vice President | Date | Graduate School          | Date |
| Grants Fiscal Administrator | Date |  | Date | Operating Staff Services | Date |

## Human Resource Services Use

Earnings: \$920.00  
Goal Amount: \$1,840.00

NOT

# Additional Pay Form



**Northern Illinois  
University**

Human Resource Services

☒ New

☐ Change

Date: \_\_\_\_\_

## General Information

Employee ID:

Employee Name: (Last, First Name or Initial, Middle Name or Initial)

Suttenfield, Nancy

Primary Department:

CA00000: Finance & Facilities

## Compensation Information

Reason for Additional  
Compensation:

ADA: ADMINISTRATIVE ADJUSTMENT

Effective Start Date:

04/01/2014

Effective End Date:

06/30/2014

## Salaried Employees

|    | HR Account Code | Pay Period Amt/Earnings | Goal/Total Amount |
|----|-----------------|-------------------------|-------------------|
| 1. |                 | \$920.00                | \$5,520.00        |
| 2. |                 |                         |                   |
| 3. |                 |                         |                   |

## Hourly Employees

|    | HR Account Code | Hours | Hourly Rate | Total |
|----|-----------------|-------|-------------|-------|
| 1. |                 |       |             |       |
| 2. |                 |       |             |       |
| 3. |                 |       |             |       |

## Funding Information

Business Unit:

AEFIL: AFFILIATES

Compensatory Department:

CA00000: Finance & Facilities

## Comments / Justification

Authorization:

Duties as CFO

Retro 5/15/14 = \$1840  
2 @ 920

## Authorization

|                             |      |  |      |                          |      |
|-----------------------------|------|--|------|--------------------------|------|
| Fund Advisor                | Date | College/Division                       | Date | Primary Department       | Date |
| Compensatory Department     | Date | Office of the Provost / Vice President | Date | Graduate School          | Date |
| Grants Fiscal Administrator | Date |  | Date | Operating Staff Services | Date |

## Human Resource Services Use Only

|              |            |                  |
|--------------|------------|------------------|
| Earnings:    | \$920.00   | N<br>O<br>T<br>E |
| Goal Amount: | \$5,520.00 |                  |
| Hours:       | \$0.00     |                  |

# Additional Pay Form



**Northern Illinois  
University**

Human Resource Services

☐ New ☒ Change

Date: \_\_\_\_\_

## General Information

Employee ID: \_\_\_\_\_

Employee Name: (Last, First Name or Initial, Middle Name or Initial)

Suttenfield, Nancy

Primary Department:

OA00000: Div of Finance

## Compensation Information

Reason for Additional Compensation:

ADA: ADMINISTRATIVE ADJUSTMENT

Effective Start Date:

07/01/2014

Effective End Date:

12/31/2014

## Salaried Employees

|    | HR Account Code | Pay Period Amt/Earnings | Goal/Total Amount |
|----|-----------------|-------------------------|-------------------|
| 1. | _____           | \$920.00                | \$11,040.00       |
| 2. | _____           |                         |                   |
| 3. | _____           |                         |                   |

## Hourly Employees

|    | HR Account Code | Hours | Hourly Rate | Total |
|----|-----------------|-------|-------------|-------|
| 1. | _____           |       |             |       |
| 2. | _____           |       |             |       |
| 3. | _____           |       |             |       |

## Funding Information

Business Unit:

AFFIL: AFFILIATES

Compensatory Department:

OA00000: Div of Finance

## Comments / Justification

Authorization:

Additional pay per President Baker

## Authorization

|                             |      |  |      |                          |      |
|-----------------------------|------|--|------|--------------------------|------|
| Fund Advisor                | Date | College/Division                       | Date | Primary Department       | Date |
| Compensatory Department     | Date | Office of the Provost / Vice President | Date | Graduate School          | Date |
| Grants Fiscal Administrator | Date | _____                                  | Date | Operating Staff Services | Date |

## Human Resource Services Use Only

|                    |             |       |
|--------------------|-------------|-------|
| Earnings:          | \$920.00    | NOTES |
| Goal Amount:       | \$11,040.00 |       |
| Hours:             | \$0.00      |       |
| Total Hour Amount: | \$0.00      |       |