

Transaction Type	ePAF Approval Category	Availability	Personnel Transactions	Scope
Reappointments - Semester Based	Reappt - Sem Based, PT Instructional	Semester	Reappointment	PT Instructional staff paid from accounts 6122/6129, 6132/6139 or 6152/6159.
	Reappt - Sem Based, Conversion PT Instructional <ul style="list-style-type: none"> • Reappt - Sem Based, Conversion PT Instructors • Reappt - Sem Based, Conversion Adjunct Professor • Reappt - Sem Based, Conversion Fee Based Instructors 	Semester	Reappointment and conversion to designated pooled position number	PT Instructional staff paid from accounts 6122/6129, 6132/6139 or 6152/6159.
	Reappt - Sem Based, Community Teacher	Semester	Reappointment	Part Time instructional staff paid from account 6142 or 6149.
	Reappt - Sem Based, Conversion Comm. Teachers	Semester	Reappointment and conversion to designated pooled position number	Part Time instructional staff paid from account 6142 or 6149.
	Reappt - Sem Based, Course Assistant	Semester	Reappointment	Student employees paid from account 6462 or 6469.
	Reappt - Sem Based, Conversion Course Assistant	Semester	Reappointment and conversion to designated pooled position number	Student employees paid from account 6462 or 6469.
	Reappt - Sem Based, RA/TA	Semester	Reappointment	Student employees paid from account 6422 or 6429.
	Reappt - Sem Based, Conversion RA/TA <ul style="list-style-type: none"> • Reappt - Sem Based, Conversion Research Assistants • Reappt - Sem Based, Conversion Teaching Assistants 	Semester	Reappointment and conversion to designated pooled position number	Student employees paid from account 6422 or 6429.
	Reappt - Summer A, FT Faculty	Semester	Summer A reappointment	Full Time Faculty
	Reappt - Summer B, FT Faculty	Semester	Summer B reappointment	Full Time Faculty
Reappointments - Year Round	Reappt - Year Round (Salaried)	Year Round	Reappointment	Salaried except Executive and Student employees
	Reappt - Year Round (Hourly)	Year Round	Reappointment	Non Exempt Professionals, Admin Fellows, Interim Student and Interim Employee
	Reappt - Conversion Interims and Admin Fellow <ul style="list-style-type: none"> • Reappt - Conversion Interim Employee • Reappt - Conversion Interim Student • Reappt - Conversion Admin Fellow 	Year Round	Reappointment and conversion to designated pooled position number	Admin Fellows, Interim Student and Interim Employee
	Reappt - Year Round, Doctoral Research Fellow	Year Round	Reappointment	Student employees paid from account 6442 or 6449.
	Reappt - Federal Work Study	Year Round	Reappointment	Federal Work Study employees
	Reappt - FT Faculty/FT Lecturer with Step Adjustment	Year Round	Reappointment with Step Adjustment	Full Time Faculty and Full Time Lecturers
Terminations and Transfers	Job Termination	Year Round	Job termination	All employees
	Job Termination for Transfer	Year Round	Job termination with the intent to transfer to another job	All employees
	Federal Work Study Transfer to Interim Student	Year Round	Federal Work Study transfer to Interim position	Federal Work Study employees
Additional Compensation or Job	Additional Job or Compensation - Salaried	Year Round	Supplemental income, overages, bonuses, one-time payments, Secondary job	Salaried except Executive and Student employees
	Reinstate Job or Compensation - Salaried	Year Round	Supplemental income, overages, bonuses, one-time payments	Salaried except Executive and Student employees
	Additional Job - Salaried Student	Year Round	Additional Job	Student employee except Interim Student, Admin Fellow and Federal Work Study
	Additional Job - Hourly	Year Round	Secondary/additional job, supplemental income	Hourly Professional Staff, Interim Student, Admin Fellow, Interim Employee
	Additional Job – Federal Work Study	Year Round	Additional Job	Federal Work Study employees
Adjustments to Active Jobs	Salary Update / Promo	Year Round	Salary, labor, timesheet/leave report approver, title updates	Salaried except Executive, FT Faculty and FT Lecturers
	Salary Update – FT Faculty/ FT Lecturer	Year Round	Salary and/or Step Increases, labor, title updates	Full Time Faculty and Full Time Lecturers
	Hourly Rate Update / Promo	Year Round	Hourly rate, labor, timesheet/leave report approver, title updates	Hourly Professional Staff
	Hourly Rate or Labor Update - Interims and Admin Fellow	Year Round	Hourly rate, labor allocation updates	Admin Fellows, Interim Student and Interim Employee
	Hourly Rate or Labor Update - Federal Work Study	Year Round	Hourly rate, labor allocation updates	Federal Work Study employees
	Labor Distribution Change	Year Round	Labor allocation updates	All except Executive, Student, Interim employees
	Timesheet/Leave Approver or Title Update	Year Round	Timesheet/leave report approver, job title changes	All employees