



University of Colorado

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EMPLOYEE SERVICES

HRMS 8.9 Upgrade Multiple Components of Pay

Introduction

A significant change to HRMS with the upgrade to 8.9 is the Multiple Components of Pay functionality.

This course provides an overview of this change.

Multiple Components of Pay

What are Multiple Components of Pay (MCOP)?

- MCOP break an employee's pay into different components for reporting and/or budgeting purposes.
- MCOP provide the ability to track different types of pay for an employee on a single employee record number.
- MCOP that begin with BAS add to the employee's base pay salary.



- Additional MCOP may be added in the future to enable campuses to track other types of pay as needs arise

MCOP – Rate Codes

Rate Codes	Description	Base-Building
BASEC	Base Contract Pay	Yes
BASEH	Base Hourly Pay	Yes
BASEM	Base Monthly Pay	Yes
BASEW	Base Biweekly Salaried	Yes
BASADM	Base Administrative Stipend	Yes
BASSUP	Base Supplemental	Yes
BASTPD	Base Temporary Pay Differential	Yes
ALLOW	Allowance	No
ADMSTP	Administrative Stipend	No
SUPPLE	Supplemental Pay	No
TEMPAY	Temporary Pay Differential	No

Multiple Components of Pay

How do MCOP affect HRMS?

- Funding Distribution has not changed with MCOP. It is still possible to establish funding distribution by percent or amount
- Time collection calculations are based still on the employee's total base salary amount
- Only one MCOP can be used on an employee record where the pay frequency is Contract or Hourly



- MCOP are controlled by job code, and not every job code is eligible for all types of MCOP.
- A matrix is posted on the Employee Services website at www.cu.edu/employee-services/multiple-components-pay

Entering MCOP in HRMS

Where are MCOP entered into HRMS?

- \$ MCOP are entered in Job Data on the Compensation page.
- \$ At the time of hire, PPL must select a rate code for the employee.
- \$ New rows must be entered to make pay rate changes
- \$ Components in subsequent rows of data will pull forward into the new row of data and must be adjusted as necessary.
- \$ New fields have been added to the page showing the employee's:
 - **Base Compensation Rate** – Amount of pay comprised only of the base-building MCOP. This amount will be used in time collection.
 - **Total Compensation Rate** – Total pay for the employee that includes both the base-building *and* non-base building components

All employees' compensation information will be converted to new MCOP types based on the compensation frequency with the 8.9 upgrade. For example, all monthly, salaried employees will have a new rate code of BASEM.

MCOP – Job Data/Compensation Page

Compensation Rate Summaries – Base & Total

Update Pay Frequency

Pay Rates – Only include Base Pay Components

MCOP–ALLOW does not add to Base Pay

MCOP–BASADM adds to Base Pay

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HR89PAY R00708 Home | Worklist | MultiChannel Console | Add to Favorites

New Window | Customize Page

Work Location | Job Information | Payroll | Salary Plan | **Compensation** | Benefit Program Participation

Save | Return to Search | Next in List | Previous in List | Refresh | Update/Display | Include History

Pitt, Robert James EMP ID: 120688 Empl Rcd #: 0

Compensation Find | View All First 1 of 17 Last

Effective Date: 01/15/2007 Sequence: 0 Job Notes Appr Status: Approved 01/31/2007
Action / Reason: Pay Rt Chg Merit - Base Building Appr Reject: Ancell, Maryellen M
Current

Compensation Summary

Base Compensation Rate: 11,793.080000 *Frequency: M Monthly
Total Compensation Rate: 11,993.080000

Salary Administration Plan: 210 Grade: 000 Standard Hours: 40.00
Job Code: 2105 Asst Vice President Percent of Time: 100.00 FTE: 1.000000

Comparative Information

Change Amount: 300.000000 USD Monthly Monthly Hrly Rate
Change Percent: 2.610

Pay Rates

Annual	141,516.960000 USD	Daily	544.296000 USD
Monthly	11,793.080000 USD	Hourly	68.037000 USD

Pay Components Customize | Find | First 1-3 of 3 Last

Rate Code	seq	Comp Rate	Currency	Frequency
1 ALLOW	0	200.000000	USD	M
2 BASADM	0	300.000000	USD	M
3 BASEM	0	11,493.080000	USD	M

Calculate Compensation

Save | Return to Search | Notify | Previous tab | Next tab | Refresh | Update/Display | Include History | Correct History

Work Location | Job Information | Payroll | Salary Plan | Compensation | Benefit Program Participation | Employment Information

Conclusion

This course is intended to provide you with the knowledge and tools to assist you in setting up MCOP data in HRMS. This functionality is intended to provide your campus the flexibility to track pay for employees in greater detail. Your campus administration will be developing policies and procedures to inform you how and when the different MCOP should be used for specific situations.

Please contact us should you have any questions.
Employee Services
303-860-4200