PeopleSoft Self Service: View Compensation History

After logging in to Compensation History (PeopleSoft > Self Service > Payroll and Compensation > Compensation History), you will see a list of all your HSU appointments since Fall 2003.

Once you select a position, you will be taken to a summary page listing all of the salary changes for that position (e.g. General Salary Increase, Promotion, etc.) If you have had only one position at HSU, you will be taken directly to this summary page.

This is a summary of payroll actions that have affected your salary.

Most Actions will be Pay Rate Changes (Pay Rt Chg) due to salary increases.

Some will be Data Change (Data Chg) Actions that do not result in salary changes. (For example a Data Chg Conversion row was added to all employees’ records when we changed to a new Benefit Administration system.)
By clicking on the “Date of Change” hyperlink, you can see further details – the beginning salary, the amount and percentage of the change, and the resulting new salary. Both annual and monthly salary amounts are shown.

Current full-time monthly salary rate after salary change. Dollar amount and percentage of salary change. For full-time positions, this will be the same as above. For part-time positions, please see the next section.
Part-time Positions:

For faculty in part-time positions (e.g., lecturers, coaching specialists, department chairs, FERPs), the salary amounts listed on the summary page reflect your actual pay—your full-time salary rate adjusted for your time base.

Faculty in temporary positions receive a new appointment each year (Data Change – New Temporary Appt), and often have time base changes between semesters (Pay Rate Change – Time Base Change).

In the case of a time base change, the change amount and percentage reflect the difference from the previous appointment. A negative amount indicates a lower time base than the previous appointment. The salary amounts reflect the actual pay.

Current full-time monthly salary rate after salary change. For part-time positions, this is adjusted by the time base to generate the actual salary (above).
**Other Payments:**
Payments for some short term appointments (e.g., Special Consultant, Extended Education, Summer Term, Sponsored Programs Foundation) are issued as “Immediate Pay”, i.e., not as a monthly salary. In these cases, the summary page will show zero (0) compensation. The detail page will list the salary components used to calculate the payment.

**Special Consultant payment:**

Generally, a total payment amount won’t be displayed. Instead, the salary components that generated the payment will be listed. In the case of this Special Consultant appointment, the payment was $106.25 \* 3 days = $318.75
Summer Term payment:

The salary components for summer term payments are $2,103.60 \times \frac{1}{30} \times 3.0 = $6,310.80.

Sponsored Programs Foundation payment:

Sponsored Programs Foundation payments are based on an hourly rate, calculated from your regular annual salary divided by 9 months (the method the federal government uses.)

The hourly salary amount is correct. The annual and monthly amounts are calculated on this hourly salary and so are inflated, i.e. are not your regular salary amounts.

(Compensation data for Sponsored Programs Foundation was converted into PeopleSoft in September 2009. The hourly amount reflects your current salary as of the conversion date, not the initial salary at the time of appointment.)
For a summary of salary increases implemented by academic year, please see the following matrix posted on the CSU web site: [http://www.calstate.edu/HRAdm/SalaryProgram/comp.matrix.shtml](http://www.calstate.edu/HRAdm/SalaryProgram/comp.matrix.shtml). (Faculty are in bargaining unit 3, represented by CFA).

If you have questions, or difficulty accessing these screens, please call Academic Personnel Services at x 5086.