

What's New . . .

December, 2013

Future Business Managers' Meetings

Reminder: Our next Business Managers' meeting will be held on Thursday, December 12, 2013 from 9:00 – 10:30 a.m. The meeting location will be at Young Hall.

For your information, future meetings are planned on the following dates:

- December 12, 2013
 - March 13, 2014
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HRIS Updates

Missouri Minimum Wage Changes to \$7.50 on January 1, 2014

The Missouri Minimum Wage will go from \$7.35 per hour to \$7.50 per hour on January 1, 2014. HRIS is working with ITS to move active student worker and federal work study (FWS) jobs, working in the State of Missouri, up to the new minimum wage rate and new labor distribution percentages. Anyone hired on or after January 1, 2014 and working in the State of Missouri will need to have an EPAF hourly rate of at least \$7.50 or the EPAF will be returned for correction. FWS labor distributions will not change for hourly rates of \$7.50 or above because this is not a Federal Minimum Wage change.

Incumbent Position Reclassifications

As stated in the 2014 [Salary Administration Guidelines](#), incumbent position reclassifications will occur one time per year. All incumbent reclassifications are due on or before January 1 to be effective for July 1. Position analysis booklets (PABs) must be submitted to comp@slu.edu with proper documentation for review. Please email comp@slu.edu with additional questions regarding this policy.

CPC Updates

Standard Service Agreement

Financial Commitment is no longer responsible for making sure a Standard Service Agreement (SSA) is obtained. Departments are responsible for obtaining SSA's when appropriate.

Central Processing Center's (CPC) last payment processing for 2013 will be on December 20. Please be sure to submit your approved requests by 5 PM on December 18th. Any questions, please contact Sharon Gajewski (sgajewsk@slu.edu or 977-2400).