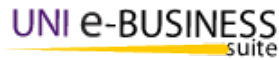


UNI Time – Reporting



Employee	Timecard
Merit - Salaried and Hourly	Yes, weekly
P&S - Salaried	Yes, monthly
P&S - Hourly	Yes, weekly
Academic Administrators (12 mo.)	Yes, monthly
Academic Administrators (9 mo.)	Yes, only if exceptions to report
Institutional Officials	Yes, monthly
Fulltime Faculty (9 mo.) and Part-time Unit Faculty (earn sick leave)	Yes, only if exceptions to report
Part-time Non-Unit Faculty - salaried	No
Graduate Assistant	No
Non-unit Faculty – Hourly	Yes, weekly
Student Employees working for an hourly wage	Yes, weekly
Students working for the <u>Northern lowan</u> as writers, inserters, or receiving a sales commission	No
Students using the Kronos system	No
Students paid a salary	No