

Hot Off The Press

TERMINATION REASON CODE

Effective Thursday, April 1st, reasons people leave the Texas A&M System will now be tracked via a termination reason code added to the 'PD' screen. Currently allowable termination reason codes are:

<u>Code</u>	<u>Description</u>
51	Inadequate Salary
52	Lack of opportunity for advancement
53	Dissatisfaction with supervisor or co-workers
54	Travel
55	Working hours
56	Dislike/unsuitability for assigned duties
57	Resignation in lieu of involuntary separation
58	Personal reasons not related to job
59	Reasons unknown
64	Reduction in force
65	Transfer to a different state agency/institution
66	End of expiration of contract or grant
67	Dismissal for cause
68	Retirement
69	Death

The active budget 'PO' screen will update the reason code with a '99' whenever the occupant action code is 'IT', 'VT' or 'RT'. A report will be produced at month-end to identify those people who need their termination reason code updated on the 'PD' screen. The reason code will also be updated on the salary history database and shown on the 'BPESP2' screen. This will help keep track of the history of why an individual has left the system.

TRANSCRIBE FUNCTION

The transcribe function has been changed so that individuals who have deceased and have their personal data transcribed, will not have their billing amounts copied over to the new social security number. Now when a survivor uses the same personal data, the billing amounts will not be carried over.

If there are any questions regarding any of these changes, please contact Jesse Olivarez at (409) 845-7976 or Olivarez@sagomail.tamu.edu.