

Temporary Faculty Job Action/Reason Summary

Action	Reason
Rehire (REH)	Rehire (REH) – applicable when there is a break in service (termination).
Hire (HIR)	Appointment (APT) – applicable to new hires (or 1 st time hired via CMS).
Hire (HIR)	Concurrent Job (CON) – applicable when working in two different departments at the same time. (Does not apply to same department/different job code).
Data Change (DTA)	Appointment (APT) – continuing from previous semester
Data Change (DTA)	Contract Revision (CNR) – used for multi year appointees only.
Pay Rate Change (PAY)	Time Base Change (TBC) - units or hours are increased or decreased.