Methods of Reporting Earnings to EDD

Method #1: using *Hourly Rate*

Assume: Semester campus, work in two departments (A & B), with different placement on pay scale for each. All numbers are hypothetical.

**Department A:** three 3 unit (ie, 3 classroom hours per week) courses,

Contract Total Amount for three courses: $11,400

1. Calculate **Amount per course**:

   \[ \text{Total Contract Amount} = \frac{11,400}{3} = 3,800 \text{ per course} \]

2. Calculate **Amount Earned per Hour in Classroom**:

   Total Hours in Classroom: 3 hours per week \( \times \) 13 weeks in Semester = 39 hours
   
   plus Final Exam = 2 hours
   
   Total Hours in Classroom = 41 hours

   \[ \text{Contract Amount Per Course} = 3,800 \text{ per course} = 92.68 \text{ per hour in classroom} \]

3. Calculate **Earnings per Class Meeting**:

   **Class #1: MWF**
   
   Hours per Class Meeting = 3 hours per week \( \times \) 3 classes = 1.0 hour per class meeting
   
   Earnings per Class Meeting = 1.0 hour per class meeting \( \times \) $92.68 per class hour in classroom
   
   \[ \text{Earnings per Class Meeting} = 92.68 \text{ per class meeting} \]
   
   This is the amount you report for each MWF class meeting that met during the week in question

   **Class #2: TTH**
   
   Hours per Class Meeting = 3 hours per week \( \times \) 2 classes = 1.5 hour per class meeting
   
   Earnings per Class Meeting = 1.5 hour per class meeting \( \times \) $92.68 per class hour in classroom
   
   \[ \text{Earnings per Class Meeting} = 139.02 \text{ per class meeting} \]
   
   This is the amount you report for each TTH class meeting that met during the week in question

   **Class #3: M**
   
   Hours per Class Meeting = 3 hours per week \( \times \) 3 classes = 3.0 hour per class meeting
   
   Earnings per Class Meeting = 3.0 hour per class meeting \( \times \) $92.68 per class hour in classroom
   
   \[ \text{Earnings per Class Meeting} = 271.43 \text{ per class meeting} \]
   
   This is the amount you report for each M class meeting that met during the week in question

   **Final Exams** each course (assumes each scheduled @ 2 hours)
   
   2 hours in classroom \( \times \) $92.68 per class hour in classroom
   
   \[ \text{Final Exam} = 185.36 \text{ per Final Exam} \]
   
   This is the amount you report for each Final Exam that met during the week in question

**Department B:** Same calculations, except in line 1 use “Total Contract Amount” for Department B
Method #2: using $ amount per *Classroom Meeting*

Assume: Semester campus, work in two departments (A & B), with different placement on pay scale for each. All numbers are hypothetical.

**Department A:** three 3 unit (ie, 3 classroom hours per week) courses,

Contract Total Amount for three Courses: $11,400

1. Calculate **Amount per Course**: \[
\text{Total Contract Amount} = \frac{\$11,400}{3} = \$3,800 \text{ per Course}
\]

2. Calculate **Amount Earned per Classroom Meeting**:

   **Class #1: MWF**
   
   Total Classroom Meetings: 3 per week X 13 weeks in Semester = 39 Classroom Meetings
   
   plus Final Exam = 1 Classroom Meeting
   
   Total Classroom Meetings = **40 Classroom Meetings**
   
   \[
   \frac{\text{Contract Amount}}{\text{Per Course}} = \frac{\$3,800 \text{ per Course}}{40} = \$95.00 = \text{Amount Earned per Classroom Meeting}
   \]

   This is the amount you report for each MWF class meeting or final exam that met during the week in question.

   **Class #2: TTH**
   
   Total Classroom Meetings: 2 per week X 13 weeks in Semester = 26 Classroom Meetings
   
   plus Final Exam = 1 Classroom Meeting
   
   Total Classroom Meetings = **27 Classroom Meetings**
   
   \[
   \frac{\text{Contract Amount}}{\text{Per Course}} = \frac{\$3,800 \text{ per Course}}{27} = \$140.74 = \text{Amount Earned per Classroom Meeting}
   \]

   This is the amount you report for each TTH class meeting or final exam that met during the week in question.

   **Class #3: M**
   
   Total Classroom Meetings: 1 per week X 13 weeks in Semester = 13 Classroom Meetings
   
   plus Final Exam = 1 Classroom Meeting
   
   Total Classroom Meetings = **14 Classroom Meetings**
   
   \[
   \frac{\text{Contract Amount}}{\text{Per Course}} = \frac{\$3,800 \text{ per Course}}{14} = \$271.43 = \text{Amount Earned per Classroom Meeting}
   \]

   This is the amount you report for each TTH class meeting or final exam that met during the week in question.

**Department B:** Same calculations, except in line 1 use “Total Contract Amount” for Department B