

Human Resources

**State Regular, Salaried, Biweekly PT Faculty TA/GA  
Payroll Calendar  
Due Dates for 2019 - 2020**

Period No.	Period		Personnel Transaction		Paycheck	Human Resources Contacts
	From	To	Form (PTF)	Due Dates	Distributed	
1	4/4/2019	4/17/2019	Thursday	4/4/2019	5/1/2019	<b><u>Appt Processing</u></b>
2	4/18/2019	5/1/2019	Thursday	4/18/2019	5/15/2019	
3	5/2/2019	5/15/2019	Thursday	5/2/2019	5/29/2019	
4	5/16/2019	5/29/2019	Thursday	5/16/2019	6/12/2019	Lisa Battle 645-8156 Angela Kuc 645-4427 Lynn Phalen 645-8158 Betty Wolf 645-4428 Dana Moore 645-8157 (Manager)
5	5/30/2019	6/12/2019	Thursday	5/30/2019	6/26/2019	
6	6/13/2019	6/26/2019	Thursday	6/13/2019	7/9/2019	
7	6/27/2019	7/10/2019	Thursday	6/27/2019	7/24/2019	
8	7/11/2019	7/24/2019	Thursday	7/11/2019	8/7/2019	
9	7/25/2019	8/7/2019	Thursday	7/25/2019	8/21/2019	
10	8/8/2019	8/21/2019	Thursday	8/8/2019	9/4/2019	<b><u>State Payroll</u></b>
11	8/22/2019	9/4/2019	Thursday	8/22/2019	9/18/2019	
12	9/5/2019	9/18/2019	Thursday	9/5/2019	10/2/2019	<b><u>Letters they Process</u></b>
13	9/19/2019	10/2/2019	Thursday	9/19/2019	10/16/2019	
14	10/3/2019	10/16/2019	Thursday	10/3/2019	10/30/2019	Elaine Hines 645-4425 A - CHA Kathy Maziol 645-5202 CHB - F Roseann Brzozowicz 645-4449 G - J Kathy Sears 645-4450 K - MCCA Cheryl Delano 645-4446 MCCB - QP Melissa Barone 645-4445 QU - STEE Joanne Intorre 645-4424 STEF - Z Karen Bauer 645-4448 (Manager)
15	10/17/2019	10/30/2019	Thursday	10/17/2019	11/13/2019	
16	10/31/2019	11/13/2019	Thursday	10/31/2019	11/27/2019	
17	11/14/2019	11/27/2019	Thursday	11/14/2019	12/11/2019	
18	11/28/2019	12/11/2019	Thursday	11/28/2019	12/25/2019	
19	12/12/2019	12/25/2019	Thursday	12/12/2019	1/8/2020	
20	12/26/2019	1/8/2020	Thursday	12/26/2019	1/22/2020	
21	1/9/2020	1/22/2020	Thursday	1/9/2020	2/5/2020	
22	1/23/2020	2/5/2020	Thursday	1/23/2020	2/19/2020	
23	2/6/2020	2/19/2020	Thursday	2/6/2020	3/4/2020	
24	2/20/2020	3/4/2020	Thursday	2/20/2020	3/18/2020	
25	3/5/2020	3/18/2020	Thursday	3/5/2020	4/1/2020	
26	3/19/2020	4/1/2020	Thursday	3/19/2020	4/15/2020	

Retroactive payments may be processed for up to five pay periods NOT including the current payroll. If more than 5 pay periods late a justification letter will be required. This is a state (OSC) directive and therefore no exceptions are allowed.

**Transaction Effective and End Dates by Semester**

	<u>Spring 2019</u>	<u>Fall 2019</u>	<u>Spring 2020</u>
<b>21P</b>	01/17/19 - 08/21/19	08/22/19 - 01/15/20	01/16/20 - 08/19/20
	Academic year obligation paid over 21 pay periods		
<b>CAL</b>	03/02/19 (noon) - 08/31/219	09/01/19 - 03/02/20 (noon)	03/02/20 (noon) - 08/31/20
	Academic year obligation paid on an annual salary basis over 12 months		
<b>BIW</b>	01/10/19 - 05/29/19	08/22/19 - 01/08/20	01/9/20 - 05/27/20
	Academic year obligation paid over 20 pay periods, semester obligations paid over 10 pay periods		
<b>TA/GA</b>	01/10/19 - 05/29/19	08/22/19 - 01/08/20	01/9/20 - 05/27/20
	Academic year obligation paid over 20 pay periods, semester obligations paid over 10 pay periods		