

Human Resources

State Regular, Salaried, Biweekly PT Faculty TA/GA  
Payroll Calendar  
Due Dates for 2022 - 2023

Period No.	Period From	Period To	Personnel Transaction Form (PTF) Due Dates	Paycheck Distributed	Human Resources Contacts
1	3/31/2022	- 4/13/2022	Thursday 3/31/2022	4/27/2022	<b><u>Appt Processing</u></b> Lisa Battle 645-8156 Angela Kuc 645-4427 Lynn Phalen 645-8158 Betty Wolf 645-4428 Dana Moore 645-8157 (Manager)
2	4/14/2022	- 4/27/2022	Thursday 4/14/2022	5/11/2022	
3	4/28/2022	- 5/11/2022	Thursday 4/28/2022	5/25/2022	
4	5/12/2022	- 5/25/2022	Thursday 5/12/2022	6/8/2022	
5	5/26/2022	- 6/8/2022	Thursday 5/26/2022	6/22/2022	
6	6/9/2022	- 6/22/2022	Thursday 6/9/2022	7/5/2022	
7	6/23/2022	- 7/6/2022	Thursday 6/23/2022	7/20/2022	
8	7/7/2022	- 7/20/2022	Thursday 7/7/2022	8/3/2022	
9	7/21/2022	- 8/3/2022	Thursday 7/21/2022	8/17/2022	
10	8/4/2022	- 8/17/2022	Thursday 8/4/2022	8/31/2022	<b><u>State Payroll</u></b> <b><u>Letters they Process</u></b> Elaine Hines 645-4425 A - CHA Kathy Maziol 645-5202 CHB - F Roseann Brzozowiec 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)
11	8/18/2022	- 8/31/2022	Thursday 8/18/2022	9/14/2022	
12	9/1/2022	- 9/14/2022	Thursday 9/1/2022	9/28/2022	
13	9/15/2022	- 9/28/2022	Thursday 9/15/2022	10/12/2022	
14	9/29/2022	- 10/12/2022	Thursday 9/29/2022	10/26/2022	
15	10/13/2022	- 10/26/2022	Thursday 10/13/2022	11/9/2022	
16	10/27/2022	- 11/9/2022	Thursday 10/27/2022	11/23/2022	
17	11/10/2022	- 11/23/2022	Thursday 11/10/2022	12/7/2022	
18	11/24/2022	- 12/7/2022	Thursday 11/24/2022	12/21/2022	
19	12/8/2022	- 12/21/2022	Thursday 12/8/2022	1/4/2023	
20	12/22/2022	- 1/4/2023	Thursday 12/22/2022	1/18/2023	
21	1/5/2023	- 1/18/2023	Thursday 1/5/2023	2/1/2023	
22	1/19/2023	- 2/1/2023	Thursday 1/19/2023	2/15/2023	
23	2/2/2023	- 2/15/2023	Thursday 2/2/2023	3/1/2023	
24	2/16/2023	- 3/1/2023	Thursday 2/16/2023	3/15/2023	
25	3/2/2023	- 3/15/2023	Thursday 3/2/2023	3/29/2023	
26	3/16/2023	- 3/29/2023	Thursday 3/16/2023	4/12/2023	

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**

	<b><u>Spring 2022</u></b>	<b><u>Fall 2022</u></b>	<b><u>Spring 2023</u></b>
<b>21P</b>	01/13/22 - 08/17/22	08/18/22 - 01/11/23	01/12/23 - 08/16/23
	Academic year obligation paid over 21 pay periods		
<b>CAL</b>	03/02/22 (noon) - 08/31/22	09/01/22 - 03/02/23 (noon)	03/02/23 (noon) - 08/31/23
	Academic year obligation paid on an annual salary basis over 12 months		
<b>BIW</b>	01/06/22 - 05/25/22	08/18/22 - 01/04/23	01/05/23 - 05/24/23
	Academic year obligation paid over 20 pay periods, semester obligations paid over 10 pay periods		
<b>TA/GA</b>	01/06/22 - 05/25/22	08/18/22 - 01/04/23	01/05/23 - 05/24/23
	Academic year obligation paid over 20 pay periods, semester obligations paid over 10 pay periods		