

**STAFF PAYROLL SCHEDULE**  
**FY 2010-2011 --- AY 2010-2011**

FINAL - 11/2010, ver 8/2011

<b>PAY PERIOD DATES</b>	<b>SUBMISSION DATE TIMESHEETS / Pay documents DUE IN PAYROLL BY 3 pm <i>* timesheets due early</i></b>	<b>PAY DATE</b>	<b>Comments FYI</b>
3/20/2010 - 4/2/2010	Apr 02, 2010	April 9, 2010	Retro pay for Admin/ATS/Security (6 pys, 1/15 - 3/26) and begin Mid-year 2010 incr
4/3/2010 - 4/16/2010	Apr 16, 2010	April 23, 2010	
4/17/2010 - 4/30/2010	Apr 30, 2010	May 7, 2010	4/23 - Last day of classes 4/24 - 30 - Final Exams & AY10 SPG SEM ends
5/1/2010 - 5/14/2010	May 14, 2010	May 21, 2010	5/1 - Spring Commencement 5/4 - Grades Due 5/10 - 2wk intersession classes begin Last pay PT Fac AY10 SPG SEM Last pay FS Fac - AY10 20 pay opt
5/15/2010 - 5/28/2010	May 28, 2010	June 4, 2010	5/21 - Final exam & last day of 2wk intersession 5/24 - AY11 SMR SEM & 1st Swk term classes begin First pay FS Fac AY11 SMR SEM & 1st Swk term* (possible)
5/29/2010 - 6/11/2010	Jun 11, 2010	June 18, 2010	5/31 - Memorial Day holiday (University closed) First pay FS Fac AY11 SMR SEM & 1st Swk term (likely) First pay PT Fac AY11 SMR SEM
6/12/2010 - 6/25/2010	Jun 25, 2010	July 2, 2010	6/21 - 25 - Final Exams & Last day 1st Swk term Last pay FS Fac AY11 1st Swk term
6/26/2010 - 7/9/2010	Jul 09, 2010	July 16, 2010	6/28 - 2nd Swk term begins 7/5 - Independence Day Holiday (Univ offices closed) Last pay Adm/ATS FY10 (3 dys) First pay Adm/ATS FY11 (7 dys) First pay FS Fac AY11 2nd Swk term*
7/10/2010 - 7/23/2010	Jul 23, 2010	July 30, 2010	
7/24/2010 - 8/6/2010	Aug 06, 2010	August 13, 2010	7/26 - 7/30 - Final Exams 7/30 Last day SMR SEM & 2nd Swk term (SEM End) 8/3 Grades Due 8/2 - 2wk intersession begins Last pay FS Fac - AY10 26 pay opt Last pay FS Fac AY11 SMR SEM & 2nd 5wk term Last pay PT Fac AY11 SMR SEM
8/7/2010 - 8/20/2010	Aug 20, 2010	August 27, 2010	8/16 - AY11 FALL SEM classes begin First pay FS Fac AY11 FALL SEM
8/21/2010 - 9/3/2010	Sep 03, 2010	September 10, 2010	First pay PT Fac AY11 FALL SEM
9/4/2010 - 9/17/2010	Sep 17, 2010	September 24, 2010	9/6 - Labor Day Holiday (Univ offices closed)
9/18/2010 - 10/1/2010	Oct 01, 2010	October 8, 2010	
10/2/2010 - 10/15/2010	Oct 15, 2010	October 22, 2010	
10/16/2010 - 10/29/2010	Oct 29, 2010	November 5, 2010	
10/30/2010 - 11/12/2010	Nov 12, 2010	November 19, 2010	11/11 - Veteran's Day Holiday (Univ offices closed)
11/13/2010 - 11/26/2010	Nov 24, 2010 *	December 3, 2010	* TIMESHEETS due 12pm due to holiday 11/24 - no classes (Univ offices OPEN) 11/25-26 - Thanksgiving Holidays (Univ offices closed)
11/27/2010 - 12/10/2010	Dec 10, 2010	December 17, 2010	11/29 - classes resume 11/3 - Last day of classes 12/4-10 - Final exams 12/10 - FALL SEM Commencement - semester end
12/11/2010 - 12/24/2010	Dec 22, 2010 *	December 30, 2010	* TIMESHEETS due 12pm due to holiday 12/14 - Grades due 12/23-24 - Christmas Holidays (Univ offices closed) Last pay PT Fac AY11 FALL SEM
12/25/2010 - 1/7/2011	Jan 07, 2011	January 14, 2011	12/31 - New Years Day Holiday (Univ offices closed)
1/8/2011 - 1/21/2011	Jan 21, 2011	January 28, 2011	1/10 - SPG SEM classes begin 1/17 - Martin Luther King Jr Holiday (Univ offices closed) First pay PT Fac AY11 SPG SEM
1/22/2011 - 2/4/2011	Feb 04, 2011	February 11, 2011	
2/5/2011 - 2/18/2011	Feb 18, 2011	February 25, 2011	
2/19/2011 - 3/4/2011	Mar 04, 2011	March 11, 2011	
3/5/2011 - 3/18/2011	Mar 18, 2011	March 25, 2011	3/13-20 - Spring Break
3/19/2011 - 4/1/2011	Apr 01, 2011	April 8, 2011	3/21 - classes resume
4/2/2011 - 4/15/2011	Apr 15, 2011	April 22, 2011	
4/16/2011 - 4/29/2011	Apr 29, 2011	May 6, 2011	
4/30/2011 - 5/13/2011	May 13, 2011	May 20, 2011	4/29 - Last day of classes 4/30-5/6 - Final exams 5/6 - Semester ends 5/7 - SPG SEM Commencement 5/10 - Grades due Last pay FS Fac - 20 pay opt Last pay PT Fac AY11 SPG SEM
5/14/2011 - 5/27/2011	May 27, 2011	June 3, 2011	5/16 - 5/27 - 2wk intersession (tentative) **First pay FS Fac AY12 SMR SEM & 1st Swk term (possible)
5/28/2011 - 6/10/2011	Jun 10, 2011	June 17, 2011	5/30 - Memorial Day Holiday (Univ offices closed) 5/31 - AY12 SMR SEM & 1st Swk term classes begin First pay FS Fac AY12 SMR SEM & 1st Swk term (likely) First pay PT Fac AY12 SMR SEM
6/11/2011 - 6/24/2011	Jun 24, 2011	July 1, 2011	Last pay FS Fac AY12 1st Swk term
6/25/2011 - 7/8/2011	Jul 08, 2011	July 15, 2011	6/27 - 7/1 - Final Exams & Last day 1st Swk term (tentative) 7/5 - 1st day 2nd Swk term (tentative) Last pay Adm/ATS FY11 (4 dys) First pay Adm/ATS FY12 (6 dys)
7/9/2011 - 7/22/2011	Jul 22, 2011	July 29, 2011	
7/23/2011 - 8/5/2011	Aug 05, 2011	August 12, 2011	8/1-5 - Final exams (TENTATIVE) 8/5 - Last day SMR SEM & 2nd Swk term (TENTATIVE) Last pay AY11 - FS Fac 26 pay opt
8/6/2011 - 8/19/2011	Aug 19, 2011	August 26, 2011	8/9 - Grades due (TENTATIVE) Last pay FS Fac AY12 SMR SEM Last pay PT Fac AY12 SMR SEM
<b>Observed Holidays</b>	Independence Day - July 5, 2010		
	Labor Day - September 6, 2010		* pay begins only if contract rcv'd in Payroll
	Veterans Day - November 11, 2010		by 5/28/10
	Thanksgiving - November 25 & 26 2010		** pay begins only if contract rcv'd in Payroll
	Christmas - December 23 & 24 2010		by 5/27/11
	New Year - December 31, 2010		
	Martin Luther King Day - January 17, 2011		
	Memorial Day - May 30, 2011		
	Independence Day - July 4, 2011		

**STAFF PAYROLL SCHEDULE  
FY 2011-2012 --- AY 2011-2012**

<b>PAY PERIOD DATES</b>	<b>SUBMISSION DATE TIMESHEETS/Pay documents DUE IN PAYROLL BY 3 pm</b>	<b>PAY DATE</b>	<b>Comments FY1</b>
6/25/2011 - 7/8/2011	Jul 08, 2011	July 15, 2011	6/24 - Last day AY12 SMR 1st 5wk session 6/27 - 1st day AY12 SMR 2nd 5wk session 6/28 - Grades due for AY12 SMR 1st 5 wk session Last pay Adm/ATS FY11 (4 dys) First pay Adm/ATS FY12 (6 dys) 7/4 - Independence Day observed
7/9/2011 - 7/22/2011	Jul 22, 2011	July 29, 2011	
7/23/2011 - 8/5/2011	Aug 05, 2011	August 12, 2011	7/29 - Last day AY12 full SMR SEM & 2nd 5wk session 8/2 - Grades due for AY12 full SMR SEM & 2nd 5wk session Last pay AY12 SMR SEM - FS Fac Last pay AY12 SMR SEM - PT Fac Last pay AY11 - FS Fac 26 pay opt
8/6/2011 - 8/19/2011	Aug 19, 2011	August 26, 2011	First pay AY12 - FS Fac 20/26 pay opt
8/20/2011 - 9/2/2011	Sep 02, 2011	September 9, 2011	8/22 - 1st day AY12 FALL SEM & 1st 8wk session
9/3/2011 - 9/16/2011	Sep 16, 2011	September 23, 2011	9/5 - Labor Day holiday observed
9/17/2011 - 9/30/2011	Sep 30, 2011	October 7, 2011	
10/1/2011 - 10/14/2011	Oct 14, 2011	October 21, 2011	10/14 - Last day AY12 FALL 1st 8wk session
10/15/2011 - 10/28/2011	Oct 28, 2011	November 4, 2011	10/17 - 1st day of AY12 FALL 2nd 8wk session 10/18 - Grades due for 1st 8wk session
10/29/2011 - 11/11/2011	Nov 11, 2011	November 18, 2011	11/11 - Veteran's Day holiday observed
11/12/2011 - 11/25/2011	Nov 25, 2011	December 2, 2011	11/24-25 - Thanksgiving Day holidays observed
11/26/2011 - 12/9/2011	Dec 09, 2011	December 16, 2011	
12/10/2011 - 12/23/2011	Dec 23, 2011	December 30, 2011	12/16 - Last day AY12 FALL SEM & 2nd 8wk session 12/16 - FALL COMMENCEMENT 12/20 - Grades due for AY12 FALL SEM & 2nd 8wk session
12/24/2011 - 1/6/2012	Jan 06, 2012	January 13, 2012	12/26-27 - Christmas Day holidays observed 1/2 - New Year's holiday observed
1/7/2012 - 1/20/2012	Jan 20, 2012	January 27, 2012	1/9 - 1st day AY12 SPG SEM & 1st 8wk session 1/16 - Martin Luther King holiday
1/21/2012 - 2/3/2012	Feb 03, 2012	February 10, 2012	
2/4/2012 - 2/17/2012	Feb 17, 2012	February 24, 2012	
2/18/2012 - 3/2/2012	Mar 02, 2012	March 9, 2012	3/2 - Last day AY12 SPG 1st 8wk session 3/6 - Grades due for AY12 SPG 1st 8wk session 3/12 - 1st day AY12 SPG 2nd 8wk session
3/3/2012 - 3/16/2012	Mar 16, 2012	March 23, 2012	
3/17/2012 - 3/30/2012	Mar 30, 2012	April 6, 2012	
3/31/2012 - 4/13/2012	Apr 13, 2012	April 20, 2012	
4/14/2012 - 4/27/2012	Apr 27, 2012	May 4, 2012	
4/28/2012 - 5/11/2012	May 11, 2012	May 18, 2012	5/4 - Last day AY12 SPG SEM & 2nd 8wk session 5/5 - SPG COMMENCEMENT 5/8 - Grades due for AY12 SPG SEM & 2nd 8wk session Last pay AY12 - FS Fac 26 pay opt
5/12/2012 - 5/25/2012	May 25, 2012	June 1, 2012	5/21 - 1st day AY13 SMR & 1st 5wk session (tentative)
5/26/2012 - 6/8/2012	Jun 08, 2012	June 15, 2012	5/28 - Memorial Day holiday observed
6/9/2012 - 6/22/2012	Jun 22, 2012	June 29, 2012	6/22 - Last day AY13 SMR 1st 5wk session (tentative)
6/23/2012 - 7/6/2012	Jul 06, 2012	July 13, 2012	6/25 - 1st day AY13 SMR 2nd 5wk session (tentative) 6/26 - Grades due for AY13 SMR 1st 5wk session (tentative) 7/4 - Independence Day holiday observed Last pay Adm/ATS FY12 (5 dys) First pay Adm/ATS FY13 (5 dys)
7/7/2012 - 7/20/2012	Jul 20, 2012	July 27, 2012	
7/21/2012 - 8/3/2012	Aug 03, 2012	August 10, 2012	7/27 - Last day AY13 full SMR & 2nd 5wk session (tentative) 7/31 - Grades due for AY13 full SMR & 2nd 5wk session (tentative) Last pay AY13 SMR SEM - FS Fac (tentative) Last pay AY13 SMR SEM - PT Fac (tentative) Last pay AY12 - FS Fac 26 pay opt
8/4/2012 - 8/17/2012	Aug 17, 2012	August 24, 2012	1st pay AY13 - FS Fac 20/ 26 pay opt (tentative)
8/18/2012 - 8/31/2012	Aug 31, 2012	September 7, 2012	8/20 - 1st day AY13 full FALL SEM & 1st 8wk session (tentative)
<b>Observed Holidays</b>	Independence Day -	July 4, 2011	
	Labor Day -	September 5, 2011	
	Veterans Day -	November 11, 2011	
	Thanksgiving -	November 24 & 25 2011	
	Christmas -	December 26 & 27 2011	
	New Year -	January 2, 2012	
	Martin Luther King Day -	January 16, 2012	
	Memorial Day -	May 28, 2012	
	Independence Day -	July 4, 2012	
	Labor Day -	September 3, 2012	