

**Combined Payroll Schedule
DEC 2015 - JAN 2017**

Payroll Group	Pay Period Begins	Pay Period End	Human Resources (HR) Payroll Changes & Pay Request Cutoff Date & cutoff time:	Timesheet Due Date	MyTime Cutoff time Supervisor approved @ 10:30 am:	Pay Date	Changed Due To:
BW	12/6/2015	12/19/2015	Tuesday, December 15, 2015 12:00 noon	Tuesday, December 15, 2015	9:00 a.m. Deadline	12/22/2015	<i>Contact your supervisor for questions</i>
SM - Faculty	12/16/2015	12/31/2015	Wednesday, December 16, 2015 12:00 noon	N/A	N/A	12/22/2015	Christmas/New Year Holidays & Leave Day
BW	12/20/2015	1/2/2016	Monday, January 04, 2016 12:00 noon	Monday, January 04, 2016	9:00 a.m. Deadline	1/8/2016	First day back from Christmas Holidays
SM - Faculty	1/1/2016	1/15/2016	Monday, January 11, 2016 12:00 noon	N/A	N/A	1/15/2016	
BW	1/3/2016	1/16/2016	Friday, January 15, 2016 12:00 noon	Thursday, January 14, 2016	5:00 pm Deadline	1/22/2016	1/18 Dr. MLK Jr. Holiday
SM - Faculty	1/16/2016	1/31/2016	Monday, January 25, 2016 12:00 noon	N/A	N/A	1/29/2016	
BW	1/17/2016	1/30/2016	Monday, February 01, 2016 12:00 noon	Monday, February 01, 2016		2/5/2016	
SM - Faculty	2/1/2016	2/15/2016	Monday, February 08, 2016 12:00 noon	N/A	N/A	2/12/2016	
BW	1/31/2016	2/13/2016	Monday, February 15, 2016 12:00 noon	Monday, February 15, 2016		2/19/2016	
SM - Faculty	2/16/2016	2/29/2016	Tuesday, February 23, 2016 12:00 noon	N/A	N/A	2/29/2016	
BW	2/14/2016	2/27/2016	Monday, February 29, 2016 12:00 noon	Monday, February 29, 2016		3/4/2016	
SM - Faculty	3/1/2016	3/15/2016	Wednesday, March 09, 2016 12:00 noon	N/A	N/A	3/15/2016	
BW	2/28/2016	3/12/2016	Monday, March 14, 2016 12:00 noon	Monday, March 14, 2016		3/18/2016	
SM - Faculty	3/16/2016	3/31/2016	Wednesday, March 23, 2016 12:00 noon	N/A	N/A	3/31/2016	3/24, 3/25 C. Chavez/Easter Holidays
BW	3/13/2016	3/26/2016	Monday, March 28, 2016 12:00 noon	Monday, March 28, 2016	N/A	4/1/2016	3/24 & 3/25 C. Chaves / Easter / Holiday
BW	3/27/2016	4/9/2016	Monday, April 11, 2016 12:00 noon	Monday, April 11, 2016		4/15/2016	
SM - Faculty	4/1/2016	4/15/2016	Monday, April 11, 2016 12:00 noon	N/A	N/A	4/15/2016	
BW	4/10/2016	4/23/2016	Monday, April 25, 2016 12:00 noon	Monday, April 25, 2016		4/29/2016	
SM - Faculty	4/16/2016	4/30/2016	Monday, April 25, 2016 12:00 noon	N/A	N/A	4/29/2016	
BW	4/24/2016	5/7/2016	Monday, May 09, 2016 12:00 noon	Monday, May 09, 2016		5/13/2016	
SM - Faculty	5/1/2016	5/15/2016	Monday, May 09, 2016 12:00 noon	N/A	N/A	5/13/2016	
BW	5/8/2016	5/21/2016	Monday, May 23, 2016 12:00 noon	Monday, May 23, 2016		5/27/2016	
SM - Faculty	5/16/2016	5/31/2016	Tuesday, May 24, 2016 12:00 noon	N/A	N/A	5/31/2016	5/30 Memorial Day Holiday
BW	5/22/2016	6/4/2016	Monday, June 06, 2016 12:00 noon	Monday, June 06, 2016		6/10/2016	
SM - Faculty	6/1/2016	6/15/2016	Thursday, June 09, 2016 12:00 noon	N/A	N/A	6/15/2016	
BW	6/5/2016	6/18/2016	Monday, June 20, 2016 12:00 noon	Monday, June 20, 2016		6/24/2016	
SM - Faculty	6/16/2016	6/30/2016	Friday, June 24, 2016 12:00 noon	N/A	N/A	6/30/2016	
BW	6/19/2016	7/2/2016	Friday, July 01, 2016 12:00 noon	Thursday, June 30, 2016	5:00 pm Deadline	7/8/2016	4th of July Holiday
SM - Faculty	7/1/2016	7/15/2016	Monday, July 11, 2016 12:00 noon	N/A	N/A	7/15/2016	
BW	7/3/2016	7/16/2016	Monday, July 18, 2016 12:00 noon	Monday, July 18, 2016		7/22/2016	
SM - Faculty	7/16/2016	7/31/2016	Monday, July 25, 2016 12:00 noon	N/A	N/A	7/29/2016	

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BW	7/17/2016	7/30/2016	Monday, August 01, 2016	12:00 noon	Monday, August 01, 2016		8/5/2016	
SM - Faculty	8/1/2016	8/15/2016	Tuesday, August 09, 2016	12:00 noon	N/A	N/A	8/15/2016	
BW	7/31/2016	8/13/2016	Monday, August 15, 2016	12:00 noon	Monday, August 15, 2016		8/19/2016	
SM - Faculty	8/16/2016	8/31/2016	Thursday, August 25, 2016	12:00 noon	N/A	N/A	8/31/2016	
BW	8/14/2016	8/27/2016	Monday, August 29, 2016	12:00 noon	Monday, August 29, 2016		9/2/2016	
BW	8/28/2016	9/10/2016	Monday, September 12, 2016	12:00 noon	Monday, September 12, 2016		9/16/2016	
SM - Faculty	9/1/2016	9/15/2016	Friday, September 09, 2016	12:00 noon	N/A	N/A	9/15/2016	
BW	9/11/2016	9/24/2016	Monday, September 26, 2016	12:00 noon	Monday, September 26, 2016		9/30/2016	
SM - Faculty	9/16/2016	9/30/2016	Monday, September 26, 2016	12:00 noon	N/A	N/A	9/30/2016	
BW	9/25/2016	10/8/2016	Monday, October 10, 2016	12:00 noon	Monday, October 10, 2016		10/14/2016	
SM - Faculty	10/1/2016	10/15/2016	Monday, October 10, 2016	12:00 noon	N/A	N/A	10/14/2016	
BW	10/9/2016	10/22/2016	Monday, October 24, 2016	12:00 noon	Monday, October 24, 2016		10/28/2016	
SM - Faculty	10/16/2016	10/31/2016	Tuesday, October 25, 2016	12:00 noon	N/A	N/A	10/31/2016	
BW	10/23/2016	11/5/2016	Friday, November 04, 2016	12:00 noon	Thursday, November 03, 2016	5:00 pm Deadline	11/10/2016	11/11 Bank Holiday need xtra day for DD
SM - Faculty	11/1/2016	11/15/2016	Tuesday, November 08, 2016	12:00 noon	N/A	N/A	11/15/2016	
BW	11/6/2016	11/19/2016	Thursday, November 17, 2016	12:00 noon	Wednesday, November 16, 2016	5:00 pm Deadline	11/23/2016	11/24 & 11/25 Thanksgiving Holidays & Leave Day
SM - Faculty	11/16/2016	11/30/2016	Tuesday, November 22, 2016	12:00 noon	N/A	N/A	11/30/2016	Thanksgiving Holidays/ Leave Day
BW	11/20/2016	12/3/2016	Monday, December 05, 2016	12:00 noon	Monday, December 05, 2016		12/9/2016	
SM - Faculty	12/1/2016	12/15/2016	Friday, December 09, 2016	12:00 noon	N/A	N/A	12/15/2016	
BW	12/4/2016	12/17/2016	Thursday, December 15, 2016	12:00 noon	Wednesday, December 14, 2016	5:00 pm Deadline	12/21/2016	Contact your supervisor for questions
SM - Faculty	12/16/2016	12/31/2016	Thursday, December 15, 2016	12:00 noon	N/A	N/A	12/21/2016	Christmas/New Year Holidays & Leave Day
BW	12/18/2016	12/31/2016	Wednesday, December 21, 2016	12:00 noon	Tuesday, December 20, 2016	5:00 pm Deadline	1/6/2017	New Year Holiday
SM - Faculty	1/1/2017	1/15/2017	Monday, January 09, 2017	12:00 noon	N/A	N/A	1/13/2017	
BW	1/1/2017	1/14/2017	Friday, January 13, 2017	12:00 noon	Thursday, January 12, 2017	5:00 pm Deadline	1/20/2017	1/16 Dr. MLK Holiday
SM - Faculty	1/16/2017	1/31/2017	Wednesday, January 25, 2017	12:00 noon	N/A	N/A	1/31/2017	