

DEC 2018 - JAN 2020

Payroll Group	Pay Period Begins	Pay Period End	Human Resources (HR) Payroll Changes & Pay Request Cutoff Date & cutoff time		Timesheet Due Date	MyTime Supervisor's Approval Cutoff time: <i>before 9:30 am</i>	Pay Date	Changed Due To:
<b>BW</b>	11/18/2018	12/1/2018	Monday, December 03, 2018	12:00 noon	Monday, December 03, 2018		12/7/2018	
SM - Faculty	12/1/2018	12/15/2018	Monday, December 10, 2018	12:00 noon	N/A	N/A	12/14/2018	
<b>*BW</b>	<b>12/2/2018</b>	<b>12/15/2018</b>	<b>Monday, December 17, 2018</b>	<b>12:00 noon</b>	<b>Monday, December 17, 2018</b>		<b>12/21/2018</b>	<b>Contact your supervisor for questions</b>
SM - Faculty	12/16/2018	12/31/2018	Monday, December 17, 2018	12:00 noon	N/A	N/A	12/21/2018	Christmas/New Year Holidays & Leave days
<b>*BW</b>	<b>12/16/2018</b>	<b>12/29/2018</b>	<b>Thursday, December 20, 2018</b>	<b>12:00 noon</b>	<b>Monday, December 17, 2018</b>	<b>5:00 p.m. deadline</b>	<b>1/4/2019</b>	<b>Contact your supervisor for questions</b>
SM - Faculty	1/1/2019	1/15/2019	Wednesday, January 09, 2019	12:00 noon	N/A	N/A	1/15/2019	
<b>BW</b>	12/30/2018	1/12/2019	Monday, January 14, 2019	12:00 noon	Monday, January 14, 2019		1/18/2019	
SM - Faculty	1/16/2019	1/31/2019	Friday, January 25, 2019	12:00 noon	N/A	N/A	1/31/2019	
<b>BW</b>	1/13/2019	1/26/2019	Monday, January 28, 2019	12:00 noon	Monday, January 28, 2019		2/1/2019	
SM - Faculty	2/1/2019	2/15/2019	Monday, February 11, 2019	12:00 noon	N/A	N/A	2/15/2019	
<b>BW</b>	1/27/2019	2/9/2019	Monday, February 11, 2019	12:00 noon	Monday, February 11, 2019		2/15/2019	
SM - Faculty	2/16/2019	2/28/2019	Friday, February 22, 2019	12:00 noon	N/A	N/A	2/28/2019	
<b>BW</b>	2/10/2019	2/23/2019	Monday, February 25, 2019	12:00 noon	Monday, February 25, 2019		3/1/2019	
<b>BW</b>	2/24/2019	3/9/2019	Monday, March 11, 2019	12:00 noon	Monday, March 11, 2019		3/15/2019	
SM - Faculty	3/1/2019	3/15/2019	Monday, March 11, 2019	12:00 noon	N/A	N/A	3/15/2019	
<b>BW</b>	3/10/2019	3/23/2019	Monday, March 25, 2019	12:00 noon	Monday, March 25, 2019		3/29/2019	<b>3rd paydate in the month</b>
SM - Faculty	3/16/2019	3/31/2019	Monday, March 25, 2019	12:00 noon	N/A	N/A	3/29/2019	
<b>BW</b>	3/24/2019	4/6/2019	Monday, April 08, 2019	12:00 noon	Monday, April 08, 2019		4/12/2019	
<b>BW</b>	4/7/2019	4/20/2019	Monday, April 22, 2019	12:00 noon	Monday, April 22, 2019		4/26/2019	
SM - Faculty	4/1/2019	4/15/2019	Tuesday, April 09, 2019	12:00 noon	N/A	N/A	4/15/2019	
<b>BW</b>	4/21/2019	5/4/2019	Monday, May 06, 2019	12:00 noon	Monday, May 06, 2019		5/10/2019	
SM - Faculty	4/16/2019	4/30/2019	Wednesday, April 24, 2019	12:00 noon	N/A	N/A	4/30/2019	
<b>BW</b>	5/5/2019	5/18/2019	Monday, May 20, 2019	12:00 noon	Monday, May 20, 2019		5/24/2019	
SM - Faculty	5/1/2019	5/15/2019	Thursday, May 09, 2019	12:00 noon	N/A	N/A	5/15/2019	
<b>BW</b>	5/19/2019	6/1/2019	Monday, June 03, 2019	12:00 noon	Monday, June 03, 2019		6/7/2019	
SM - Faculty	5/16/2019	5/31/2019	Friday, May 24, 2019	12:00 noon	N/A	N/A	5/31/2019	
<b>BW</b>	6/2/2019	6/15/2019	Monday, June 17, 2019	12:00 noon	Monday, June 17, 2019		6/21/2019	
SM - Faculty	6/1/2019	6/15/2019	Monday, June 10, 2019	12:00 noon	N/A	N/A	6/14/2019	
<b>BW</b>	<b>6/16/2019</b>	<b>6/29/2019</b>	<b>Friday, June 28, 2019</b>	<b>12:00 noon</b>	<b>Thursday, June 27, 2019</b>	<b>5 p.m. deadline</b>	<b>7/5/2019</b>	<b>Independence Day</b>
SM - Faculty	6/16/2019	6/30/2019	Monday, June 24, 2019	12:00 noon	N/A	N/A	6/28/2019	
<b>BW</b>	6/30/2019	7/13/2019	Monday, July 15, 2019	12:00 noon	Monday, July 15, 2019		7/19/2019	
SM - Faculty	7/1/2019	7/15/2019	Tuesday, July 09, 2019	12:00 noon	N/A	N/A	7/15/2019	
<b>BW</b>	7/14/2019	7/27/2019	Monday, July 29, 2019	12:00 noon	Monday, July 29, 2019		8/2/2019	
SM - Faculty	7/16/2019	7/31/2019	Thursday, July 25, 2019	12:00 noon	N/A	N/A	7/31/2019	

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<b>BW</b>	7/28/2019	8/10/2019	Monday, August 12, 2019	12:00 noon	Monday, August 12, 2019		8/16/2019	
SM - Faculty	8/1/2019	8/15/2019	Friday, August 09, 2019	12:00 noon	N/A	N/A	8/15/2019	
<b>BW</b>	8/11/2019	8/24/2019	Monday, August 26, 2019	12:00 noon	Monday, August 26, 2019		8/30/2019	<b>3rd paydate in the month</b>
SM - Faculty	8/16/2019	8/31/2019	Monday, August 26, 2019	12:00 noon	N/A	N/A	8/30/2019	
<b>BW</b>	8/25/2019	9/7/2019	Monday, September 09, 2019	12:00 noon	Monday, September 09, 2019		9/13/2019	
<b>BW</b>	9/8/2019	9/21/2019	Monday, September 23, 2019	12:00 noon	Monday, September 23, 2019		9/27/2019	
SM - Faculty	9/1/2019	9/15/2019	Monday, September 09, 2019	12:00 noon	N/A	N/A	9/13/2019	
<b>BW</b>	9/22/2019	10/5/2019	Monday, October 07, 2019	12:00 noon	Monday, October 07, 2019		10/11/2019	
SM - Faculty	9/16/2019	9/30/2019	Tuesday, September 24, 2019	12:00 noon	N/A	N/A	9/30/2019	
<b>BW</b>	10/6/2019	10/19/2019	Monday, October 21, 2019	12:00 noon	Monday, October 21, 2019		10/25/2019	
SM - Faculty	10/1/2019	10/15/2019	Tuesday, October 08, 2019	12:00 noon	N/A	N/A	10/15/2019	
<b>BW</b>	10/20/2019	11/2/2019	Monday, November 04, 2019	12:00 noon	Monday, November 04, 2019		11/8/2019	
SM - Faculty	10/16/2019	10/31/2019	Friday, October 25, 2019	12:00 noon	N/A	N/A	10/31/2019	
<b>BW</b>	11/3/2019	11/16/2019	Monday, November 18, 2019	12:00 noon	Monday, November 18, 2019		11/22/2019	
SM - Faculty	11/1/2019	11/15/2019	Monday, November 11, 2019	12:00 noon	N/A	N/A	11/15/2019	
<b>BW</b>	11/17/2019	11/30/2019	Monday, December 02, 2019	12:00 noon	Monday, December 02, 2019		12/6/2019	
SM - Faculty	11/16/2019	11/30/2019	Thursday, November 21, 2019	12:00 noon	N/A	N/A	11/27/2019	<b>Thanksgiving Holiday 11/28 &amp; 11/29</b>
<b>BW</b>	12/1/2019	12/14/2019	Monday, December 16, 2019	12:00 noon	Monday, December 16, 2019		12/20/2019	
SM - Faculty	12/1/2019	12/15/2019	Monday, December 09, 2019	12:00 noon	N/A	N/A	12/13/2019	
SM - Faculty	<b>12/16/2019</b>	<b>12/31/2019</b>	<b>Monday, December 16, 2019</b>	<b>12:00 noon</b>	<b>N/A</b>	<b>N/A</b>	<b>12/20/2019</b>	<b>Christmas/New Year Holidays</b>
<b>BW</b>	<b>12/15/2019</b>	<b>12/28/2019</b>	<b>Thursday, December 19, 2019</b>	<b>12:00 noon</b>	<b>Wednesday 12/18/2019</b>	<b>5 p.m. deadline</b>	<b>1/3/2020</b>	<b>Contact your supervisor for questions. Christmas/New Year Holidays</b>
<b>BW</b>	12/29/2019	1/11/2020	Monday, January 13, 2020	12:00 noon	Monday, January 13, 2020		1/17/2020	
SM - Faculty	1/1/2020	1/15/2020	Thursday, January 09, 2020	12:00 noon	N/A	N/A	1/15/2020	
<b>BW</b>	1/12/2020	1/25/2020	Monday, January 27, 2020	12:00 noon	Monday, January 27, 2020		1/31/2020	
SM - Faculty	1/16/2020	1/31/2020	Monday, January 27, 2020	12:00 noon	N/A	N/A	1/31/2020	
<b>*NOTICE: THE 12/17/18 MYTIME DEADLINES ARE FOR 2 DIFFERENT PAYPERIODS.</b>								
<b>Please be aware the Payroll calendar is subject to change as deem necessary at any time by the Payroll Office</b>								