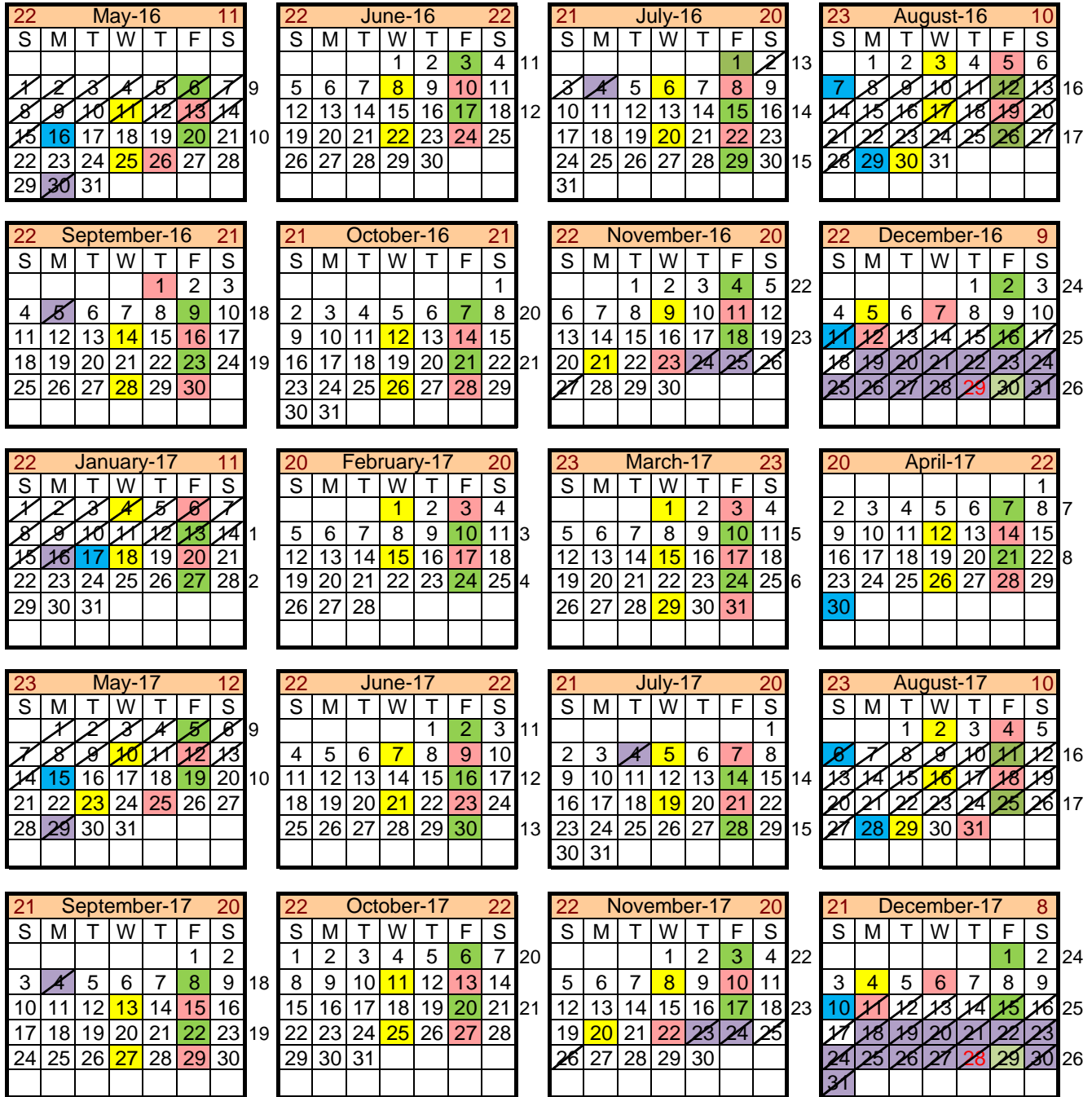


# 2016-2017 Payroll and Human Resources Calendar

<table border="0"> <tr><td style="background-color: #d3d3d3; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Holiday</td></tr> <tr><td style="background-color: #90ee90; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Payday</td></tr> <tr><td style="background-color: #ff9999; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Timesheets Due</td></tr> <tr><td style="background-color: #ffa500; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Timesheets Due/Payday</td></tr> </table>		Holiday		Payday		Timesheets Due		Timesheets Due/Payday	<table border="0"> <tr><td style="background-color: #d3d3d3; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Holiday &amp; Payday</td></tr> <tr><td style="background-color: #ffff00; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Deadline for changes from HR and FAO</td></tr> <tr><td style="background-color: #00bfff; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">First Day/Last Day of Semester</td></tr> <tr><td style="background-color: #d3d3d3; width: 20px; height: 15px; display: inline-block;"></td><td style="padding-left: 5px;">Non-Instructional Day</td></tr> </table>		Holiday & Payday		Deadline for changes from HR and FAO		First Day/Last Day of Semester		Non-Instructional Day
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	First Day/Last Day of Semester																
	Non-Instructional Day																



Fall term 8-29-16 to 12-11-16 (74 days)  
 2 days added for Convocation & Faculty Focus Day  
 Spring term 1-17-17 to 4-30-17 (76 days)  
 Summer term 5-15-17 to 8-06-17 (60 days)\*\*  
 \*\*Faculty work 37.50 hours per week  
 Fall term 8-28-17 to 12-10-17 (74 days)

**\*Checks for PP #26-2016 to be mailed on Thursday, 12/29/16**

**\*Checks for PP #26-2017 to be mailed on Thursday, 12/28/17**

### Additional Payroll Information

# of Days    # of Pay Periods

Fiscal Year 7/1/16-6/30/17	261	26.1
Academic Year 9/1/16-8/31/17	261	26.1
<b>Full-time Faculty: Pay Periods for AY 2016-17</b>	<b>26</b>	
2016 PP#18 - 2017 PP#17		
<b>Part-time Faculty: Pay Periods by Term (for full-term courses)</b>		
Summer 2016	PP #11-PP #17	
Fall 2016	PP #18-PP #1	
Spring 2017	PP #2-PP #10	

## Timesheet Dates 2016 - 2017

Pay #	Pay Period Beginning	Pay Period Ending	Electronic Timesheets Due by 1PM	Check Date	Contract Type	Holidays	Date
10	04/30/16	05/13/16	05/16/16	05/20/16	P9 / P0 / N0 / I1		
11	05/14/16	05/27/16	05/27/16	06/03/16	P1 / N1		
12	05/28/16	06/10/16	06/13/16	06/17/16	P2 / N2	Memorial Day	5/30/16
13	06/11/16	06/24/16	06/27/16	07/01/16	P3 / N3		
14	06/25/16	07/08/16	07/11/16	07/15/16	P4 / N4	Independence Day	7/4/16
15	07/09/16	07/22/16	07/25/16	07/29/16	P5 / N5		
16	07/23/16	08/05/16	08/08/16	08/12/16	P6 / N6		
17	08/06/16	08/19/16	08/22/16	08/26/16	P0 / N0 / I1		
18	08/20/16	09/02/16	09/02/16	09/09/16	P1 / N1		
19	09/03/16	09/16/16	09/19/16	09/23/16	P2 / N2	Labor Day	9/5/16
20	09/17/16	09/30/16	10/03/16	10/07/16	P3 / N3		
21	10/01/16	10/14/16	10/17/16	10/21/16	P4 / N4		
22	10/15/16	10/28/16	10/31/16	11/04/16	P5 / N5		
23	10/29/16	11/11/16	11/14/16	11/18/16	P6 / N6		
24	11/12/16	11/25/16	11/28/16	12/02/16	P7 / N7	Thanksgiving	11/24/16 to 11/25/16
25	11/26/16	12/09/16	12/08/16	12/16/16	P8 / N8		
26	12/10/16	12/23/16	12/13/16	12/30/16		Winter Break	12/19/16 to 12/30/16
1	12/24/16	01/06/17	01/09/17	01/13/17	P0 / N0 / I1		
2	01/07/17	01/20/17	01/23/17	01/27/17	P1 / N1	Martin Luther King Jr. Day	1/16/17
3	01/21/17	02/03/17	02/06/17	02/10/17	P2 / N2		
4	02/04/17	02/17/17	02/20/17	02/24/17	P3 / N3		
5	02/18/17	03/03/17	03/06/17	03/10/17	P4 / N4		
6	03/04/17	03/17/17	03/20/17	03/24/17	P5 / N5		
7	03/18/17	03/31/17	04/03/17	04/07/17	P6 / N6		
8	04/01/17	04/14/17	04/17/17	04/21/17	P7 / N7		
9	04/15/17	04/28/17	05/01/17	05/05/17	P8 / N8		
10	04/29/17	05/12/17	05/15/17	05/19/17			
11	05/13/17	05/26/17	05/26/17	06/02/17			
12	05/27/17	06/09/17	06/12/17	06/16/17		Memorial Day	5/29/17
13	06/10/17	06/23/17	06/26/17	06/30/17			
14	06/24/17	07/07/17	07/10/17	07/14/17		Independence Day	7/4/17
15	07/08/17	07/21/17	07/24/17	07/28/17			
16	07/22/17	08/04/17	08/07/17	08/11/17			
17	08/05/17	08/18/17	08/21/17	08/25/17			
18	08/19/17	09/01/17	09/01/17	09/08/17			
19	09/02/17	09/15/17	09/18/17	09/22/17		Labor Day	9/4/17
20	09/16/17	09/29/17	10/02/17	10/06/17			
21	09/30/17	10/13/17	10/16/17	10/20/17			
22	10/14/17	10/27/17	10/30/17	11/03/17			
23	10/28/17	11/10/17	11/13/17	11/17/17			
24	11/11/17	11/24/17	11/27/17	12/01/17		Thanksgiving	11/23/17 to 11/24/17
25	11/25/17	12/08/17	12/07/17	12/15/17			
26	12/09/17	12/22/17	12/12/17	12/29/17		Winter Break	12/18/17 to 1/1/18