

Changes in Faculty Pay Distributions

As of January 1, 2008 faculty paychecks were changed from a monthly to a bi-monthly pay schedule. Everyone, including students, will receive their paychecks by direct deposit. For the remainder of the 2007-2008 academic year, faculty will be paid twice each month, January through May. The gross amount of each check will be 1/20 of the faculty member's annual salary. Faculty will receive a check on May 30th, 2008. All of these checks will be direct deposits.

Faculty who are having their pay deferred (12 month pay) will still have money withheld during this time and distributed in the summer according to the monthly schedule as in years past. These will be paper checks.

Starting with the 2008-2009 academic year, faculty will receive 18 bi-monthly paychecks (one check at the end of August, two checks each month September through April and one check on May 15). The gross amount of each check will be 1/18 of the faculty member's annual salary.

Starting with the academic year 2008-2009, payroll will no longer offer faculty deferred pay for the summer. Faculty can have their paychecks direct deposited in up to three different accounts. If faculty members wish to set aside money for the summer, then one of these accounts could be an account that the faculty member uses for that purpose. Each faculty member will determine how much money is deposited into each account. Currently payroll puts 15% of faculty salary into the summer deferral account. The direct deposit form allows faculty to distribute pay to one, two, or three accounts by a specific dollar amount or a percentage of total pay.

Currently, there is a lag time from when you request changes in direct deposits to when the direct deposit takes place. If you are changing banks, payroll will issue a paper check for the first pay period. This allows payroll to test the information that they have been given to ensure that when your pay is sent to the bank via direct deposit that it goes to the correct account and that the routing number is correct. The old direct deposit form is online and faculty may use it or email hr@uca.edu and someone will fax you the new form. Payroll requests that you submit a voided check or other form to verify account and routing numbers.

Summer checks will be direct deposited the same way that your bi-monthly paychecks are. If you have money going to two or three accounts, then your summer pay will go to those same accounts in the same dollar amounts or

percentages unless you change your direct deposit form. Please see the 2008 Summer Pay Distributions Table for more information.

Part-time faculty will be paid on the same schedule as full-time faculty. For the fall and spring semesters part-time faculty will receive 1/9 of their salary by the 15th and the last day of the month (August 30th through December 31st and January 15th through May 15th), provided that PAF's are sent to human resources in a timely manner.