

**The University of Arizona**  
**AAUDE Payroll Options for Academic Appointment Employees**  
**(Summary as of April 19, 2001)**

	Academic Appointment Summary		Survey Question Answers		
Institution	Length of Term	Payroll Options	How Many Months are academic appointed personnel contracted to work?	What are the payroll options?	Notes
1 UNIVERSITY OF ARIZONA	9 months	9 or 12 months	At the University of Arizona, academic appointment employees are contracted to work for 9 months.	At the University of Arizona, academic appointed personnel have the option of receiving their paychecks spread out over 10 months or spread out over 12 months.	The University of Arizona also has a fiscal appointment that is 12 months. Paychecks are spread out over the 12 months.
2 UNIVERSITY OF MISSOURI-COLUMBIA	9 months	9 or 12 months	We have both 9 and 12-month contracts	All 12-month contracts are paid over 12 months. A faculty member contracted for 9 months can elect to be paid over either 9 or 12 months.	We get a fair amount of flack on new hires who elect a nine paid over nine. Because our semester starts in mid-August and ends in mid-May the nine months don't really fall on calendar months so we pay September through May. Complaints arise because it can be six weeks to first check. I wonder if that is why you went to 10 months?
3 UNIVERSITY OF WASHINGTON	9 months	9 months only	Generally 9 or 12 but some are 9.5, 10, 3 or 11 months.	People are paid semimonthly (10th and 25th of the month for the period ending the last day and 15th day of each month) over their appointed service period. If you are on a 9-month appointment, your appointment period generally begins September 16th and ends June 15th of the following calendar year (though a 9 month appointment could begin Jan 1 and end September 30). Nine-month people get 18 paychecks (1/2 of the contracted monthly salary in each paycheck); 12-month people get 24 paychecks (1/2 of the contracted monthly salary in each paycheck).	
4 UNIVERSITY OF COLORADO AT BOULDER	9 months	9 or 12 months	9	9 or 12	
5 UNIVERSITY OF FLORIDA	9 months	9 months only	At the University of Florida some are on 9-month contracts and some are on 12-month contracts.	Nine-month faculty are paid over 19.5 biweekly pay periods (9 months). If they have a summer contract, then they get paid over the summer months. I know that over the past few years there have been discussions regarding paying 9-month faculty over a 12-month period, but they have been discussions only and not sure if UF would even attempt to do this. However, we are anticipating some major changes in higher education governance during the next year so we may implement changes in our payroll and personnel systems as a result. 12-month appointees are paid over 12 months.	

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6 CALIFORNIA INSTITUTE OF TECHNOLOGY	9 months	9 or 12 months	At Caltech, almost all academic appointment employees are contracted to work for 12 months. A small number are contracted to work for 9 months.	At Caltech, the few who are contracted to work for 9 months have the option of receiving their paychecks spread out over 12 months. Most take this option.	
7 UNIVERSITY OF MINNESOTA-TWIN CITIES	9 months	9 or 12 months	Faculty are mostly (but not entirely) appointed to 9 or 11(12) month appointments. Full time academic professional and administrative appointments are 12 months.	Nine-month appointees have the option of salary payments over 9 or 12 months.	
8 IOWA STATE UNIVERSITY	9 months	9 or 12 months	9 or 12 months	A 12-month pay plan is available to tenured, tenure track and adjunct 9-month faculty and 9/10-month professional and scientific employees. Individuals who choose this option will receive their 9-month salary in 12 equal monthly payments beginning July 31.	Sign-up for the program must be made by July 10 of the fiscal year the option is to begin. Once the option is elected, a change to the regular pay plan cannot be made until the following year. New employees are not eligible for this option until July following the academic year in which employment began with Iowa State University. University benefits and employee tax deductions will be made equally from the 12 monthly payments. Additional summer session and summer pay will be added to the regular monthly pay.
9 PURDUE UNIVERSITY-MAIN CAMPUS	9 months	9 or 12 months	At Purdue academic year employees are contracted for the period of 7 days prior to the start of classes in the fall and ending on commencement in the spring. For 00/01 those dates were 8/14 to 5/17.	We have a program that will pay out an academic year salary over 12 calendar months and it absolutely amazes me that we have about 30 or so people let us keep their money for them and pay it out on a delayed basis.	
10 UNIVERSITY OF NEBRASKA AT LINCOLN	9 months	12 months only	Full-time faculty are appointed for either 9-month or 12-month periods, depending on their responsibilities and the mission of the department.	Both 9 month and 12 month appointees receive 12 paychecks annually--one each month.	

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11 UNIVERSITY OF CALIFORNIA-SAN DIEGO	9 months	9 or 12 months	9 (academic appointment) or 11 (fiscal appointment) months	9 or 12 months	
12 UNIVERSITY OF ROCHESTER	9 months	12 months only	University of Rochester has most academic personnel on 9-month appointments; however in the School of Medicine and Dentistry academic appointments routinely are 12 months.	Academic personnel are paid over 12 months, whether the appointment is 9 or 12.	
13 UNIVERSITY OF VIRGINIA-MAIN CAMPUS	9 months	9 months only	Some are on 9-month contracts and some are on 12-month contracts	12-month contracted people must be paid over 12 monthly payments and 9-month contracted people must be paid over 9 monthly payments. They have no choices.	
14 INDIANA UNIVERSITY-BLOOMINGTON	10 months	10 months	They are 10-month appointments	They are paid in the 10-month appointment time. They do not have the option for a 12-month pay cycle.	
15 UNIVERSITY OF KANSAS MAIN CAMPUS	9 months	9 months only	Academic personnel can be appointed for 9 or 12 months, most are 9-month appointments.	9 month appointments are paid over 9 months, 12-month appointments paid over 12.	
16 UNIVERSITY OF IOWA	9 months	12 months only	9 months	We used to allow academic year appointees to choose between 9, 10, and 12 paychecks. When we switched to Peoplesoft we moved everyone over to 12 payments (except for a few dozen who we grandfathered in). New appointments no longer have any choice. Everyone has 12 checks to make it easier for calculating benefits.	
17 OHIO STATE UNIVERSITY-MAIN CAMPUS	9 months	12 months only	9 or 12 months	12 month--paid each month; 9 month--pay spread over 12 months	
18 MASSACHUSETTS INSTITUTE OF TECHNOLOGY	9 months	12 months only			Details can be found at the following web site. < <a href="http://web.mit.edu/afs/athena.mit.edu/org/p/policies/4.2.html">http://web.mit.edu/afs/athena.mit.edu/org/p/policies/4.2.html</a> >

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19 UNIVERSITY OF ILLINOIS AT URBANA	9 months	9 or 12 months	The University of Illinois appoints their faculty and academic staff on 9, 10, and 12-month contracts. Most all the contracts are for 9 and 12-month appointments with very few having 10-month appointments. The "academic professional" (non-faculty) positions are most generally for 12 months.	The payment structure of each contract is as follows: 9-month contract -- payment over 9 months or 12 months; 10-month contract: payment over 12 months; 12-month contract -- payment over 12 months.	
20 UNIVERSITY OF OREGON	9 months	9 or 12 months	At the University of Oregon, our faculty are contracted to work an academic year of 9 months. The contract begin date starts mid-September and ends mid-June. Therefore, our regular academic year faculty are paid on 10 payrolls a year. (We pay monthly). Their salary is paid in eight full month paychecks (Oct - May) and two half-month paychecks (Sept and June).	As explained above, during the normal academic year faculty member receives 10 paychecks. We offer a deferred pay program, which spreads the pay over 12 months. There are complications with this program; our software works only with full-month checks. (We had to shift the pay period for this group beginning two weeks later than their contract dates - October 1 through June 30th each year. On the initial year of the program, these employees do not receive a paycheck in September.)	
21 UNIVERSITY OF MICHIGAN-ANN ARBOR	9 months	12 months only	The majority of our faculty are appointed with 9-month "university-year" appointments. We do have a number of fields however, where 12-month appointments are common.	All faculty are paid over the 12 months. For currently appointed university-year faculty, their start date would typically be 9/1/xx but they began receiving their pay 7/1/xx. We are implementing PeopleSoft HR on July 1 this year and newly appointed university-year faculty will have the same start date of 9/1/01 but their pay will also now begin on 9/1/01. We will be flagging faculty in the system as one of two types - depending on when they leave if they get paid through June or through August. (Just one of the little quirks from switching administrative systems!)	

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22 SUNY AT BUFFALO	9 months	10 or 12 months	9 months: note that the period from September through May is covered although SUNY's contract language refers to these as "10 month" contracts.	10 or 12 months	
23 UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL	9 months	12 months only	Regular and visiting faculty members are contracted on either a 9-month service or 12-month service basis. A large majority of our faculty are contracted to work on a 9-month service basis whereby they are required to wait until the end of a 12-month period to receive the money they earn in 9 months.	Both 9 and 12-month faculty have the same pay schedule whereas they receive salary paid over a 12-month period.	