

Macalester College Bi-Weekly Payroll Calendar

Academic Year 2011/2012

Year	Number	Start Date	End Date	Pay Date	Timesheet Due Date	Holidays
2011	19	08/28/11	09/10/11	09/16/11	09/12/11	Sep 5
2011	20	09/11/11	09/24/11	09/30/11	09/26/11	
2011	21	09/25/11	10/08/11	10/14/11	10/10/11	
2011	22	10/09/11	10/22/11	10/28/11	10/24/11	
2011	23	10/23/11	11/05/11	11/11/11	11/07/11	
2011	24	11/06/11	11/19/11	11/25/11	11/21/11	
2011	25	11/20/11	12/03/11	12/09/11	12/05/11	Nov 24, Nov 25
2011	26	12/04/11	12/17/11	12/23/11	12/19/11	Dec 23 (obs), Dec 26 (obs)
2012	1	12/18/11	12/31/11	01/06/12	01/02/12	
2012	2	01/01/12	01/14/12	01/20/12	01/16/12	Jan 2 (obs)
2012	3	01/15/12	01/28/12	02/03/12	01/30/12	Jan 16
2012	4	01/29/12	02/11/12	02/17/12	02/13/12	
2012	5	02/12/12	02/25/12	03/02/12	02/27/12	
2012	6	02/26/12	03/10/12	03/16/12	03/12/12	
2012	7	03/11/12	03/24/12	03/30/12	03/26/12	
2012	8	03/25/12	04/07/12	04/13/12	04/09/12	
2012	9	04/08/12	04/21/12	04/27/12	04/23/12	
2012	10	04/22/12	05/05/12	05/11/12	05/07/12	
2012	11	05/06/12	05/19/12	05/25/12	05/21/12	
2012	12	05/20/12	06/02/12	06/08/12	06/04/12	May 28
2012	13	06/03/12	06/16/12	06/22/12	06/18/12	
2012	14	06/17/12	06/30/12	07/06/12	07/02/12	
2012	15	07/01/12	07/14/12	07/20/12	07/16/12	Jul 4
2012	16	07/15/12	07/28/12	08/03/12	07/30/12	
2012	17	07/29/12	08/11/12	08/17/12	08/13/12	
2012	18	08/12/12	08/25/12	08/31/12	08/27/12	

Timesheets are normally due by 4:30pm on the timesheet due date. Faculty/Staff Status forms for the pay period are due one week prior to the timesheet due date.

For eligible staff employees, one paid floating holiday is available for use between January and December.

Work weeks run from 12:01 am Sunday to 12:00 midnight Saturday.

Overtime pay for hourly employees starts at more than 40 hours worked in a work week.

Questions should be directed to hr@macalester.edu or 651-696-6280.