

Important Dates To Remember

December 19, 2018– Spring 2019 Temporary Faculty & Academic Student Employees Appointment
Processing Begins
Payroll Report Due, Friday, January 25, 2019

Spring Semester Only 2019 - Lecturers and Teaching Associates

Begin: January 17, 2019

End: May 24, 2019

AY Appointees – 2018/2019 – Lecturers and Teaching Associates

Begin: August 20, 2018

End: May 24, 2019

3 AY Appointees - Lecturers only

Begin: 8/20/2018 – End 05/28/2021 – year 1 of 3 year

Begin: 8/17/2017 – End: 5/22/2020 – year 2 of 3 year

Begin: 8/17/2016 – End: 5/24/2019 – year 3 of 3 year

Graduate Assistants – Spring Semester Only 2019

Begin: 1/31/2019 - job code 2355 – Sal/Grade = 2

End: 6/30/2019 – job code 2355 – Sal/Grade = 2

Graduate Assistants – AY Appointees 2018/2019

Begin: 8/31/2018 – job code 2355 – Sal/Grade = 1

End: 6/30/2019 – job code 2355 – Sal/Grade = 1

Graduate Assistants – Monthly Appointees (job code 2325)

Begin: Any date during the year, but not equivalent to the academic term dates.

End: Any date, but not equivalent to the academic term dates stated above.

Important Dates To Remember Dates in Chronological Order

- **December 22, 2018 – Spring 2019 Temporary Faculty & Academic Student Employees Appointment Processing Begins**
- **January 17, 2019** – Effective date (start date) for Lectures and Teaching Associates.
- **January 25, 2019** – TF Payroll Report by Department is due to Payroll Services.
- **January 28, 2019** – Submit TF Payroll Report by Emplid (if applicable).
- **January 31, 2019** – Effective date (start date) for Graduate Assistants.
- **Semester Only Appointment End Dates**
 - **May 24, 2019**– Appt. End Date for Lectures and Teaching Associates.
 - **June 30, 2019** – Appt. End Date for Graduate Assistants.
- **Academic Year Appointment (Multi Term) End Dates**
 - **May 24, 2019** – Appt. End Date for 1 AY Lecturers and Teaching Associates.
 - **June 30, 2019** – Appt. End Date for 1 AY Graduate Assistants.
- **Three Year Appointments (Multi Term) End Dates**
 - **May 28, 2021** – Appt. End Date for year 1 of 3 year appointment
 - **May 22, 2020** - Appt. End Date for year 2 of 3 year appointment
 - **May 24, 2019** – Appt. End Date for year 3 of 3 year appointment