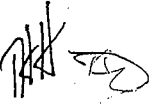


MEMORANDUM

TO: All APSU Departments

FROM: Tristan Denley, Provost/VP 
Academic Affairs

Ted Heidloff, Director 
Human Resources

SUBJECT: Overload and Adjunct Pay Schedule - Spring/Summer, 2009

DATE: January 7, 2009

The following is a schedule of pay dates for overload and adjunct pay for classes taught between January 15, 2009 and August 14, 2009. Please notify your regular and adjunct faculty of the appropriate dates for pay. Pay Forms must be complete and received in HR by due date in order for payment to be issued on stated pay date.

<u>ON-CAMPUS</u>		<u>Pay Date</u>	<u>Pay Forms Due to HR</u>
Spring, 2009 (1/15/09 - 5/8/09)	<u>Regular Employees</u>	May 29, 2009	02/27/09
	Adjunct	February 27, 2009	02/10/09
		March 31, 2009	
		April 30, 2009	
		May 29, 2009	
May Session, 2009 (5/18/09 - 6/05/09)	<u>Regular Employees</u>	May 29, 2009	05/13/09
	Adjunct	June 30, 2009	05/13/09
Summer 1, 2009 (6/8/09 - 7/10/09)	<u>Regular Employees</u>	July 31, 2009	06/15/09
	Adjunct	June 30, 2009	06/12/09
		July 31, 2009	
Summer 2, 2009 (7/13/09 - 8/14/09)	<u>Regular Employees</u>	August 31, 2009	07/31/09
	Adjunct	August 31, 2009	07/31/09
Full Summer, 2009 (6/8/09 - 8/14/09)	<u>Regular Employees</u>	August 31, 2009	06/30/09
	Adjunct	June 30, 2009	06/12/09
		July 31, 2009	
		August 31, 2009	
<u>APSU at FT. CAMPBELL</u>			
Spring 1, 2009 (1/12/09 - 3/7/09)	<u>Regular Employees</u>	March 31, 2009	02/27/09
	Adjunct	February 27, 2009	02/10/09
		March 31, 2009	
Spring 2, 2009 (3/16/09 - 5/9/09)	<u>Regular Employees</u>	May 29, 2009	04/13/09
	Adjunct	April 30, 2009	04/13/09
		May 29, 2009	
Summer 3, 2009 (5/26/09 - 7/18/09)	<u>Regular Employees</u>	July 31, 2009	06/10/09
	Adjunct	June 30, 2009	06/10/09
		July 31, 2009	