

Contract pay timeline outlines key tasks ^[1]

July 29, 2016 by [Employee Services](#) ^[2]

As we gear up for fall faculty contract processing, we've added a timeline of key tasks to our [new webpage](#) ^[3].

The timeline shows deadlines for major department tasks, including:

- Updating employees' statuses
- Verifying which existing contracts should and should not be renewed for Fall 2016
- Entering contract amount changes in a template provided by Employee Services
- Making faculty election changes in the Contract Pay ePAR transaction page (i.e., changing a 9/9 to 9/12 payment plan or vice versa)

[Contract pay](#) ^[4]

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Contract pay timeline outlines key tasks

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