



PAYROLL PROCESSING NEWSLETTER

June 19, 2009

For Pay period: 06/14/09 – 06/27/09 Paid 07/10/09

Items of Interest:

Accelerated Pay Calc for PPED 6/27/09:

Please note the following change to the pay calculation routine for the pay period ending 6/27/09;

First Calc: Monday, June 29, 5:00 pm
Noon Calc: Tuesday, June 30, Noon
Final Calc: Tuesday, June 30 3:00 pm

Revised Employee Invention Agreement: The Employee Invention and Assignment Agreement form has been revised and is effective Monday, 6/22/09. We ask that you immediately update any new employee packets that you may have by replacing it with the version available at http://www.hreo.ku.edu/new_faculty_staff/packet

Please note that this is a required document for all regular and temporary employees as a part of the new hire documents. This form is not required for student employees at this time

Summer FWS (Federal Work Study) 05/17 - 08/08/09 - For student employees paid on FWS positions effective 05/17 - 08/08/09 the employee must have applied and approved as eligible for **summer** federal work study. Also see HRIS-L e-mail sent May 11, 2009 @ 11:31 AM and our Payroll Procedures web page on summer FWS: <http://www.payroll.ku.edu/documents/FWSSum2009.pdf>

Fiscal Year Budgets and Conversions:

Over 6/19-6/21/budget loads for the fiscal year (12 month) unclassified and university support staff and faculty pre-administrative appointments for those that were coded to load from the working budget file Please refer to HRIS-L dated 6/21/08: [HRSA okay - Budget Load round 1 is done](#)

Reminders:

Employer Fringe Benefit Deduction Moratoriums: Senate Bill 23 suspended employer deductions for both retirement Death & Disability payments and Group Health Insurance.

Death & Disability (D&D) the moratorium on contributions (0.00%) has been extended to November 30, 2009. Beginning with the pay period 11/15-11/28 paid 12/11/09 employer D&D contributed will be deducted. *This is a change from previous announcement that the moratorium would end 6/30/09.*

Employer Group Health Insurance (GHI) Premiums the moratorium on contributions (0.00%)

ends with the pay period ending June 13, 2009. Beginning with the pay period 6/14-6/27 paid 7/10/09 Employer health insurance contributions will be deducted.

Students Charged Social Security, Medicare (FICA) Taxes: Beginning with the 5/31/09 pay period student employees who are not enrolled in the minimum required hours for summer school will be charged FICA taxes. When school is not in session, students may work over 75% or 30+ hours **up to a maximum of 40** in a workweek however, they will be charged FICA taxes on the entire pay period earnings. F1 and J1 student Visa holders are an exception. The Student Social Security Exemption Chart is located at www.hreo.ku.edu/files/documents/socialsec_exempt.pdf.