

The Payroll Process is Changing!

A Time, Attendance and Leave (TAL) system is being implemented and May 31, 2015 all OUHSC and OUHSC-based Tulsa employees will transition to bi-weekly pay.

Why?

- We are automating and modernizing the payroll system to pay employees every two weeks instead of at end of month.
- The Affordable Care Act requires tracking part-time employee hours in real-time.
- The State of Oklahoma requires all state agencies to run biweekly payroll. The University’s higher education exemption for biweekly pay will eventually expire.

How does the change work?

- The last monthly paycheck will be May 29, 2015 and the first biweekly check will be June 26, 2015.



- Employees will be paid every two weeks. Pay days are two weeks after the working period as per the color code. OUHSC must take one week to run payroll, and the state takes another week.
- Employees can convert up to 80 hours of leave into funds to bridge the 2-week gap in pay caused by the transition. This includes comp time and up to 40 hours of Sick or Extended Sick Leave.

More information is available at <http://www.ouhsc.edu/taltalk/>

Questions can be sent to: TAL-Questions@ouhsc.edu