

**WESTERN NEBRASKA COMMUNITY COLLEGE
POLICIES AND PROCEDURES**

SECTION: Human Resources 400.0000.14
SUBSECTION: All Employees 415.0000.15

Payday
Policy Number: 415.0400.86

POLICY

All faculty and administrative/professional employees of the College shall be paid on the 21st day of each month. Should that day fall on a weekend, or an established College holiday (policy 415.0600.96 of the Policy Manual), or on a day on which the College will be closed by policies of the Board, payday shall be the last working day prior to the 21st.

All support staff employees (employees paid by hourly wage) of the College shall be paid twice monthly on the 15th and the 30th days of the month. Should either day fall on a weekend, or an established College holiday (see policy 415.0600.96 of the Policy Manual), or on a day on which the College will be closed by policies of the Board, payday shall be the last working day prior to the 15th and 30th days of the month.

DEFINITIONS

N/A

APPLICABILITY

N/A

Adoption Date: 1986

Revision Date (and Board of Governors' Minutes Item Number):

Prior Policy/Procedure Number:

Schedule for Review:

Divisions/Department Responsible for Review and Update:

Sponsoring Division/Department:

Rescinded Date:

Cross Reference:

Procedure(s) for Policy:

Related Policies/References: Policy 415.0600.96 of the Policy Manual