



Amir Nour
 Controller
 818-240-1000 Ext. 5208
www.glendale.edu

Please note: Dates are tentative and subject to change by Los Angeles County Office of Education.

Payroll Schedule for **Fall 2020** is as follows:

Full Time and Adjunct Faculty: Hourly, Non-Instruction & Substitute Hours (Less than 15.5 Weeks):

<u>Payroll Periods</u>	<u>Time Report Due</u>	<u>Warrants Issued</u>
08-31-20 to 09-20-20	09-14-20	09-30-20
09-21-20 to 10-20-20	10-16-20	10-30-20
10-21-20 to 11-20-20	11-09-20	11-30-20
11-21-20 to 12-16-20	12-14-20	01-04-21

Full Time and Adjunct Faculty: Full Semester Classes:

There are 5 equal checks including office hours where applicable. Checks are issued on the 1st working day of each month. For Fall 2020, issue dates are: **10/01/20, 11/02/20, 12/01/20, 01/04/21 & 02/01/21.**

Please e-mail your Payroll Technician if you have any questions/concerns:

- Ms. Amie Cortes: acortes@glendale.edu for Full Time Faculty and Classified except Facilities, Garfield, and Faculty Overload
- Ms. Christina Truong: ctruong@glendale.edu for Non-Credit Adjunct Faculty, Classified Hourly, and Stipends
- Mr. Armen Mnatsakanian: armenm@glendale.edu for Credit Adjunct Faculty and Full Time Faculty Overload
- Ms. Lianna Khatcherian: lkhatcherian@glendale.edu for Facilities, Garfield, and Student Employment