

From the Office of Human Resources

April 11, 2019

Adjustment to Paycheck Due to Leap Year Factor

Dear Faculty and Staff,

The year 2020 will be a leap year, one in which February will have 29 days rather than 28. In any fiscal year that is a leap year, the biweekly salary calculation is changed to accommodate the 366 days in that fiscal year. New York State, which issues paychecks for salaried employees at senior colleges in The City University of New York system, operates on a fiscal year that began on April 1, 2019 and will run through March 31, 2020.

Given the extra day for this current NYS fiscal year, the leap year factor of .038251 will be used to calculate the pay rate annual amount that appears on your paystub. The factor will also be used to calculate any derived bi-weekly additional pay amounts. This change is reflected in today's paycheck for salaried employees and will be in the April 25 check for those in the Executive Compensation Plan.

If you have any questions, please contact Maria Camilo, HRIS and compensation manager, by email at maria.camilo@baruch.cuny.edu.

Regards,

Andrea Caviness
Executive Director, Office of Human Resources

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