HR and Payroll Policies and Processes - Faculty

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- Separation and Retirement Faculty
- ServiceNow Forms Provost's Office Faculty Affairs and APS Portal
- Summer Employment Faculty
- Visiting Faculty
- Workday Academic Employment

Useful Links

Academic Personnel Services

Executive Vice President and Provost (EVPP)

EVPP Staff Directory

EVPP: Faculty Policies & Resources

EVPP: Forms & Templates

FAS: Salary & Payroll Reports

HOP: Academic/Faculty policies

HOP: Research policies



Rate conversions

Annual/hourly

To convert annual (12-month) salary to hourly, divide by 2080.

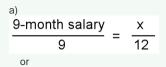
To convert hourly pay to annual (12month), multiply by 2080.

Examples:

- o Annual \$35,000 /2080=\$16.83 per hour
- O Hourly \$15.00 x 2080 = \$31,200 annual

9-month/12-month

To convert 9-month annual rate to 12month annual rate:



b) 9-month salary/9= y, and then y*12.

Example:

\$30,000 annual (9-month) /9=3333.33;

3333.33*12 =\$40,000 annual (12-month)

9-month to hourly

To convert 9-month annual rate to hourly:

• Step one: Convert 9-month annual rate to 12-month annual rate: 9-month salary/9=y, and then y*12.

> Example: \$37,998/9= \$4,222; \$4,222*12 = \$50,664

• Step two: Divide 12-month annual by 2080 to get hourly.

> Example: \$50,664/2080 = \$24.36

Please send suggested additions to this page and notifications about broken links to COE-FacultyAffairs@austin.utexas.edu.

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