

FREQUENTLY ASKED QUESTIONS

Who is affected by the change in the benefit deduction frequency?

- Biweekly paid employees.

What is the benefit to staff paid on the bi-weekly payroll?

- There will be two pay dates per year that will be benefit deduction holidays providing you more net pay – once during the summer months (May 31st) – once during the winter months (November 27th).

Why is the College changing the pretax benefit deduction frequency for biweekly paid employees?

- This change will help the payroll and business office reconcile these accounts on a monthly basis because the premiums are divided evenly. In the past we have had issues reconciling these accounts because they do not agree with the premium billings from our benefit providers on a monthly basis.

Why is this change not applying to monthly paid employees?

- Benefit deductions are already aligned to a monthly premium schedule.

Will my annual pay be the same?

- Yes, however may round by a couple of cents up or down.

What will be the effect on my net pay?

- Below you will see an example of a current payroll calculation, a new revised calculation with the change to 24 deductions, and what the net pay may look like with no benefit deductions.

How can I obtain a calculation of what my check may look like with this change?

- Meetings will be scheduled for you to meet with Payroll to obtain an example of your payroll projection. Stay tuned by watching for a staff announcement and e-mail as to the time and place that Nancy and Ruby will be available.

If I have additional questions, who can I call?

- Please call Ruby Nugent (413-559-6073) or Nancy Booth (413) 559-5495 in the Human Resources Department or payroll@hampshire.edu with questions related to this change.