OAKLAND UNIVERSITY™

Tuesday, December 18, 2001

Extra effort nets students pre-holiday checks

*By **Jennifer Charney**, OU Staff Writer*

Oakland University's 792 student employees will get an early holiday gift on Friday, Dec. 21, thanks to the hard work of payroll manager Pam Andrews and three of her staff members.

Payroll clerks Vicki Gossett, Sandra Kern and Terry Mejia worked all day Saturday, Dec. 15, to ensure that student employees would get their paychecks before the holiday break. In past years, student workers did not receive their paychecks until January because the Payroll Office must process about a dozen payrolls in the shorter work month of December.

But this year, Andrews asked her staff to make the extra effort.

"We aim to please," she said. "We did it to serve the employees."

Facing the task was tough, Andrews said, because in addition to paying the 792 students, the staff also has to process payrolls for the employees who are paid weekly, biweekly and monthly. It's a big job: the Payroll Office first has to verify that all the employees have submitted their time sheets. Then they have to check the entries and enter all that data into the Banner computer system.

"Normally when you get payrolls coming up against holidays, a lot of people take a lot of different types of time off such as holidays and vacations, so the codes we use multiply," Andrews said. "The time sheets are more difficult to process. There's a lot more input and it takes a lot more time."

Steve Roberts, associate vice president of Finance and Administration, praised the work of the Payroll Office.

"To me, this represents a valiant effort to increase service to students and to put money in their hands before the holidays," he said.

SUMMARY
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Created by CareTech Administrator (webservices@caretechsolutions.com) on Tuesday, December 18, 2001
Modified by CareTech Administrator (webservices@caretechsolutions.com) on Tuesday, December 18, 2001
Article Start Date: Thursday, January 19, 2006