



NORTHWEST

MISSOURI STATE UNIVERSITY

Workday – The Bearcat Way
Open Forum:
Payroll Overview
September 2025



Why Workday

Revolutionize the Student & Employee Experience

- Delivering a modern, intuitive mobile friendly platform.

Optimize How We Work

- Streamlining processes, improving data integrity, and enabling real-time decision making.

Align Our Systems

- Integrating finance, human resources, payroll, and student services into a single, cohesive platform.

Reinforce and Empower the Bearcat Community

- Driving innovation and sustainability to strengthen the university experience for Bearcats.



Today's Focus

Revolutionize the Student & Employee Experience

- Delivering a modern, intuitive mobile friendly platform.

Optimize How We Work

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Align Our Systems

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- Driving innovation and sustainability to strengthen the university experience for Bearcats.



We Are Listening

- **Previous Employee Engagement surveys have identified preferences to receive pay more frequently than monthly.**
- **Workday functionality and technology provide an opportunity to align payroll processes with best practices.**
- **Today's forum provides an opportunity to share information as well as gather your questions and feedback.**



Why Consider Changes in Pay Practices?

- **Provide employees more frequent access to earnings**
- **Timely overtime payments**
- **Timely recording and reporting of benefit time**
- **Simplify payroll processes & reduce manual adjustments**
- **Consistency across the entire Northwest Community**



Who Would Be Impacted?

Faculty

Staff

**Student
Workers**

Full-Time

Adjuncts

Part-Time

**Temporary
Workers**

Grad Assts



Key Considerations

Factors	Monthly Pay	Bi-Weekly Pay
Number of Paychecks	12 per year	26 per year
Pay Dates	Once a month	Every other week
Personal Budgeting	Larger paycheck; must last the entire month	Smaller, more frequent paycheck; may help with cashflow
Overtime/Adjustments	Delayed a month	Processed with current pay cycle
Payroll Administration	Fewer payroll runs	More payroll runs; drives better accuracy with timely recording of work hours
Impact on Benefits	Deductions taken monthly	Deductions split across pay periods
Benefit Time	Earned balance information current; however, used balance information lags a month	Earned/Used balance information available each pay cycle

Paycheck Comparison

Factors	Monthly Pay	Bi-Weekly Pay
Hourly Rate	\$18.00	\$18.00
Annual Hours	2,080	2,080
Annual Salary	\$37,440 (\$18.00 x 2,080 hours)	\$37,440 (\$18.00 x 2,080 hours)
Gross Pay Each Paycheck	\$3,120	\$1,440
Number of Paychecks	12 per year	26 per year
Annual Gross Pay	\$37,440 (\$3,120 x 12 paychecks)	\$37,440 (\$1,440 x 26 paychecks)



Monthly Vacation Balance Comparison

Vacation Accrual	Actual Hours
Balance – Aug 1	100
Aug Hours - Earned	+16
Aug Hours – Used	-40
Balance – Aug 31	76 (100+16-40)
Sept Hours – Earned	+16
Sept Hours – Used	-8
Balance – Sept 30	84 (76+16-8)



Monthly Vacation Balance Comparison

Vacation Accrual	Actual Hours	Banner
Balance – Aug 1	100	100
Aug Hours - Earned	+16	+16
Aug Hours – Used	-40	-40
Balance – Aug 31	76 (100+16-40)	116 (100+16)
Sept Hours – Earned	+16	+16
Sept Hours – Used	-8	-8
Balance – Sept 30	84 (76+16-8)	92 (116+16-40)



Monthly Vacation Balance Comparison

Vacation Accrual	Actual Hours	Workday
Balance – Aug 1	100	100
Aug Hours - Earned	+16	+16
Aug Hours – Used	-40	-40
Balance – Aug 31	76 (100+16-40)	76 (100+16-40)
Sept Hours – Earned	+16	+16
Sept Hours – Used	-8	-8
Balance – Sept 30	84 (76+16-8)	84 (76+16-8)



Key Considerations

**Final decision will be focused
on balance of consistency,
accuracy, and efficiency**



When Would Potential Changes Happen?













Effective July 2026

**Aligned with the Workday
Platform (HR/FIN/PR) Launch**



Stay Engaged & Informed

<https://www.nwmissouri.edu/services/workday/index.htm>

 Accommodate Enables students to easily request and manage disability-related accommodations	 BearcatLink Your gateway to over 200 student orgs, campus events, service ops, co-curricular experiences	 Concerning Behavior Report Share concerns you have regarding the well-being of others on campus	 Degree Audit Monitor student progress toward degree completion
 Dynamic Forms Dashboard Access secure electronic form submissions. Northwest Network login credentials required.	 Northwest Housing Portal Manage housing applications, room assignments and view housing services	 Parking Services Register vehicles, parking permits and view/pay tickets	 Northwest Success 360 Identify your success network, sign up for appointments, and view services
 Password Reset Manage your Northwest Network Account and password	 TracCloud Schedule a tutoring session in the Student Success Center or Writing Center	 Wellness Portal Make a clinic appointment and securely communicate with Wellness Services	 Workday Workday will replace Banner as the new enterprise software platform for HR and finance

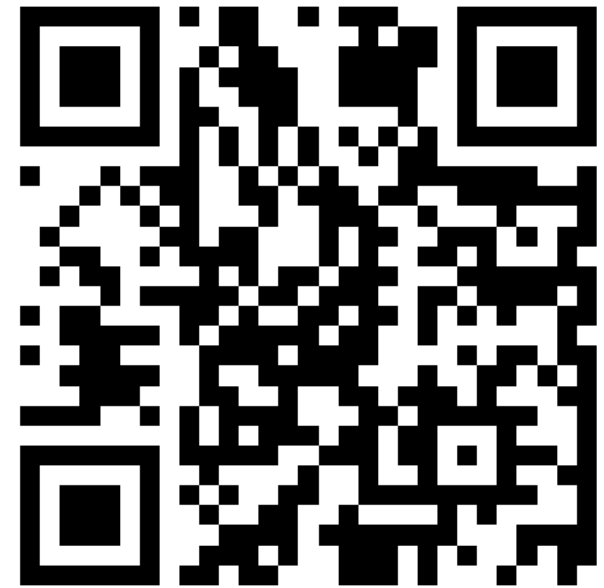


Feedback & Questions

Join at

slido.com

#NW092025



Slido polling has closed; please use the
Feedback form on the Workday website.





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