



TO: All Managers

DATE: July 13, 2022

RE: FY23 Managerial Salary Reduction and Furlough Program

As you know, the Board of Trustees declared a financial emergency and accordingly adopted a 90-day preliminary budget to address it at its last meeting on June 27, 2022.

As we seek to close the budget gap created by these circumstances and manage the University's finances conservatively, it is necessary for the University to make difficult decisions regarding staffing and compensation to reduce the operating budget deficit. Effective July 2, 2022, the salary for employees in the managerial pay plan who earn \$150,000 or more will receive a pay reduction for fiscal year 2023. This reduction will be reflected in your paychecks beginning with the check dated July 22, 2022 as follows:

ANNUAL SALARY	PERCENT REDUCTION
\$250,000 - \$300,000	12%
\$200,000 - \$249,999	10%
\$150,000 - \$199,999	8%

Managers with annual salaries under \$150,000 will be subject to furloughs based on their particular salary range and must be scheduled as follows:

ANNUAL SALARY	FURLOUGH DAYS
\$120,000 - \$149,999	15 days, 5 must be taken by 9/23/2022 5 must be taken before 12/31/2022
\$100,000 - \$119,999	12 days, 3 must be taken by 9/23/2022 4 must be taken by 12/31/2022
\$ 80,000 - \$99,999	10 days, 5 must be taken before 12/31/2022
Under \$ 80,000	5 days, 3 must be taken before 12/31/2022

**THE BALANCE OF FURLOUGH DAYS MUST BE TAKEN BY JUNE 30, 2023**

This was an extremely difficult decision, and we understand the impact this will have on you and your family. However, please know that several other alternatives were considered. These reductions in pay will, in turn, further reduce the need for additional managerial layoffs and better the University's financial situation.

The University will also be developing and implementing progressive workplace policies, including but not limited to teleworking measures for eligible managers, in advance of the Fall Semester.

We appreciate and are grateful for all your hard work. Again, we know that these necessary decisions will present hardships for everyone.

We are confident that with your continued support and dedication, the University's mission will thrive.

Should you have any questions, please don't hesitate to speak with your division head or contact Human Resources.