

June 30, 2009

Dear Non-Tenured Faculty Member:

This letter is a follow-up to President Glick's communication on June 26th regarding furlough for classified staff and unpaid leave for faculty. This letter will provide information regarding the Board of Regents' decision to mandate unpaid leave for non-tenured faculty in Fiscal Year 2011 and the options you have in satisfying this requirement. You are receiving this letter because you are a non-tenured faculty member at the University of Nevada, Reno.

Before discussing the mandatory unpaid leave program, I want to assure you that your base salary and benefits will remain intact. The university will continue to contribute to your retirement plan based on 100% of your base salary and you will continue to contribute at the same level. Your health care insurance eligibility will not be affected by the mandatory unpaid leave. Years of service credit for retiree medical coverage are unaffected.

The 2009 session of the Nevada Legislature enacted SB 433 in response to the State's budget shortfall. SB 433 requires all state employees to take unpaid leave. Classified employees, regardless of funding source, are mandated to take a 4.6% salary reduction in the form of a furlough in both Fiscal Year 2010 and Fiscal Year 2011.

The legislature provided the Board of Regents with some latitude in achieving the mandated salary reductions for faculty. The effect of the Board of Regents' action on June 19, 2009 is outlined below.

- For Fiscal Year 2010 (July 1, 2009 – June 30, 2010), each institution is required to demonstrate an equivalent reduction (4.6%) in the overall cost for faculty salaries in lieu of a mandated unpaid leave program. **No mandatory faculty salary reductions are required in Fiscal Year 2010.**
- For Fiscal Year 2011 (July 1, 2010 – June 30, 2011), all non-tenured faculty, regardless of funding source, are required to take a 4.6% salary reduction which corresponds to unpaid leave days while on contract. UNR is offering alternate options for satisfying this mandate.

Listed below are the default and the two alternate options.

DEFAULT

As a non-tenured faculty member you are subject to the following mandatory unpaid leave in Fiscal Year 2011 unless you choose one of the alternate options listed below.

4.6 % Salary Reduction and All Unpaid Leave Days in Fiscal Year 2011

Pursuant to Title 2, CH. 5, Sec. 5.5.7 of the Nevada System of Higher Education Code, I hereby acknowledge a mandatory 4.6% salary reduction in Fiscal Year 2011 (July 1, 2010 – June 30, 2011) with corresponding unpaid leave (96 hours for “A” contract faculty; 62 hours for “B”) while on contract, and no salary reduction in Fiscal Year 2010. I also understand that the unpaid leave reduces my compensation for Fiscal Year 2011, but my base salary will remain unchanged.

OPTIONS

2.3% Salary Reduction and One-Half Unpaid Leave in Fiscal Year 2010 and Fiscal Year 2011

1. Pursuant to Title 2, CH. 5, Sec. 5.5.7 of the Nevada System of Higher Education Code, I hereby authorize a voluntary 2.3% salary reduction in Fiscal Year 2010 and Fiscal Year 2011 with corresponding unpaid leave in each fiscal year (48 hours for “A” contract faculty; 31 hours for “B”) while on contract. I also understand that the unpaid leave reduces my compensation by 2.3% in Fiscal Year 2010 and Fiscal Year 2011, but my base salary will remain unchanged.

4.6% Salary Reduction and All Unpaid Leave in Fiscal Year 2010

2. Pursuant to Title 2, CH. 5, Sec. 5.5.7 of the Nevada System of Higher Education Code, I hereby authorize a voluntary 4.6% salary reduction in Fiscal Year 2010 (July 1, 2009 – June 30, 2010) with corresponding unpaid leave (96 hours for “A” contract faculty; 62 hours for “B”) while on contract, and no salary reduction in Fiscal Year 2011. I also understand that the unpaid leave reduces my compensation by 4.6% for Fiscal Year 2010, but my base salary will remain unchanged.

To summarize, non-tenured faculty are mandated to take 4.6% salary reduction in Fiscal Year 2011, unless they elect to participate in one of the two options listed above.

If you choose to participate in Option 1 or 2 above, and wish to have the pay reduction begin in July 2009, your **signed** addendum must be returned by July 15, 2009 to Faculty Human Resources. See return options at the end of this letter. Options received after July 15th will be deducted over the remaining pay periods in Fiscal Year 2010.

Determination of the Amount of Unpaid Leave

Non-tenured faculty holding "A" contracts will be subject to mandatory 4.6% salary reduction with corresponding 96 hours of unpaid leave. Non-tenured employees with "B" contracts are subject to mandatory 4.6% salary reduction with corresponding 62 hours of unpaid leave. This will be pro-rated for part-time faculty based on their FTE. Unpaid leave cannot exceed 96 hours in a fiscal year.

Other Information

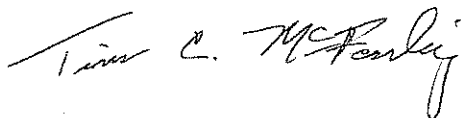
Informational meetings for non-tenured faculty and their supervisors will be held during the week of July 6th. A campus wide e-mail will be sent later this week as to the dates, times and locations of these meetings.

On the enclosed addendum you need to indicate your preferred option, sign and date the addendum. **You do not need to obtain additional signatures.** Please send the completed and signed addendum to Faculty Human Resources via:

- **U.S. Mail:** University of Nevada, Reno, Faculty Human Resources, Mail Stop 0238, Reno, Nevada 89557
- **Campus Mail:** Faculty Human Resources, Mail Stop 0238
- **Hand Delivery:** Artemesia Building, Room 1 by July 15, 2009

For questions, please visit the Furlough/Unpaid Leave Website at: <http://www.unr.edu/hr/furlough/>. For a personal response please contact: Tim McFarling at tcm@unr.edu, 784-8269, or Christine Casey at ccasey@unr.edu, 784-6933; or Lisa Taylor at lisataylor@unr.edu, 784-4588.

Sincerely,



Tim McFarling
Assistant Vice President for Human Resources (Interim)
University of Nevada, Reno
Human Resources
Reno, NV 89557