



MEMORANDUM

TO: Deans, Directors and Department Heads

FROM: Marie Y. Williams, Associate Vice Chancellor for Human Resources *Marie Williams*

SUBJECT: UNC System Office Frequently Asked Questions (FAQs) – Personnel Actions Freeze until Adoption of FY 2019-2021 State Budget

DATE: August 13, 2019

As discussed in the 3D memo dated July 11, 2019, in the absence of an adopted State Budget for FY 2019-2021, the Office of State Budget and Management (OSBM) issued a temporary freeze effective July 1, 2019 for many types of salary adjustments until further notice. Last week, the UNC System Office issued FAQs related to the salary freeze and expanded the scope to include certain position and hiring actions impacted by the un-adopted State Budget for Fiscal Years 2019-2021. Please refer to the attached FAQs for more information on personnel actions covered by the temporary freeze.

Two important points:

1. Creating new positions and hiring into vacant positions are permissible as long as the position's funding is provided for in the current operating budget and is not impacted by either a proposed budget addition or cut in the un-adopted State Budget for Fiscal Years 2019-2021.
2. Hiring into vacant positions funded by new contracts and grants obtained as of July 1, 2019 or later is permissible as long as such hiring is not impacted by the un-adopted State budget for fiscal years 2019-2021. Likewise, hires using contracts and grants that were awarded in prior fiscal years are also unaffected.

If you have questions, please contact Lori Preiss, Director of Classification and Compensation, at lassandcomp@ncsu.edu or your HR lead.

Attachment

Cc: Margaret Erickson, Assistant Vice Chancellor for HR Operations
Lori Preiss, Director of Classification and Compensation
HR Advisory Committee (HRAC)