

MEMORANDUM

TO: Deans, Directors and Department Heads

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

SUBJECT: Update – Salary Freeze, 2019 Special Annual Leave Bonus, and Annual Raise Process (ARP)

DATE: September 17, 2019

As discussed in the 3D memos dated July 11, 2019 and August 13, 2019, in the absence of an adopted State Budget for FY 2019-2021, the Office of State Budget Management (OSBM) issued a temporary freeze effective July 1, 2019, for many types of salary adjustments until further notice.

This week, the Office of State Human Resources (OSHR) and OSBM released a joint memorandum regarding the salary freeze and implementation of the 2019 2.5% Legislative Increase and Special Annual Leave Bonus for eligible State agency employees per Session Law 2019-209 (House Bill 226).

**It is important to note that:**

1. This OSHR/OSBM memorandum does not apply to the UNC System.
2. NC State remains under the salary freeze.
3. Proposed annual raises for UNC System employees are included in separate legislation that has not yet been signed into law.
4. The UNC System has not received authorization to extend the 2019 Special Annual Leave Bonus to UNC System employees. It is anticipated that an equivalent bonus leave provision will be extended to the UNC System institutions at the point the appropriation for the University's annual salary increases is enacted.

Any changes to the foregoing will be shared as it is received from the UNC System Office. For more information, contact Lori Preiss, Director of Classification and Compensation at [lapreiss@ncsu.edu](mailto:lapreiss@ncsu.edu).