July 13, 2009

MEMORANDUM

TO: Academic Staff Paid on an Hourly (Mailing Group 8)

FROM: Mark Walters, Director, Classified Human Resources
       Steve Lund, Director, Academic Personnel Office

RE: Important Furlough Information

Due to the severe economic downturn, the Governor has ordered state employees to take 8 days (pro-rated for part-time and part-year employees) of unpaid furlough per year for the next two fiscal years: 2009-10 and 2010-11.

The University of Wisconsin System Administration received approval from the state Office of State Employment Relations (OSER) to implement the UW furlough plan on July 3, 2009. The plan is available at http://budget.wisc.edu.

We are writing to inform you how the mandated furlough policy will apply to you.

The furlough concept does not apply well to individuals whose time spent working for the University varies and depends on need for the work. Consequently, there will be no reduction in your rate of pay nor will you be taking any furlough time. The total number of hours an hourly academic staff member may work, however, has been reduced 3.065% to 2,024 per year.

If you have more detailed questions about the furlough program and how it affects you, go to the following website: http://budget.wisc.edu/. If you still have questions, contact your department administrator or your division HR.

Thank you.

xc: Chancellor Biddy Martin
    Interim Provost Julie Underwood
    Vice Chancellor Darrell Bazzell
    Deans and Directors
    Human Resource Representatives