

“Tenured” Faculty Furlough – Mandatory FY11

Instructions

All “Tenured” Faculty must complete and submit the UNLV Faculty/Professional Staff Declaration of Unpaid Leave/Workload Adjustment form, to Human Resources by Oct. 15, 2009.

What are my options to participate in the mandatory FY11 unpaid leave/increased workload ?

“Tenured” Faculty unpaid leave/increased workload options

1. Take unpaid leave (may spread over both years of biennium, or mandatory FY11)
 - “B” Contracts – 8.3 days
 - “B-11 month” Full-year contracts – 11 days (FY10 only)
 - “A” Contracts – 12 days (full salary, no workload adjustment)
 - Chairs and Associate Deans only: Take unpaid leave only on the “A” contract/20% portion and/or stipend and faculty must participate in workload reduction on “B” contract portion.
2. Increase teaching load – Two Methods (Deans must choose **ONE** option for their college);
 - **Option 2a**: Increase Instruction by .5 courses per # of Tenured Faculty in college, less those taking voluntary unpaid leave
 - **Option 2b**: Increase Student Credit Hours (SCH) by 4.6%

Note: If you are on an “A” contract or receiving a stipend, the amount above your “B” base salary is subject to the 4.6% unpaid leave requirement.

Form/Instruction Questions:

Q. How do I calculate the amount for the A contract and/or stipend amount that will be reduced from my pay?

A. Please use the Excel leave calculator for Assoc. Deans and Chairs posted on the HR website. <http://hr.unlv.edu/unpaidleave/index.html>

Q. How do faculty who are currently being considered for tenure and promotion fill out the form?

A. Fill out the form at their current status, as tenure-track, but not yet tenured. If their tenure is approved, then a revised form will need to be filled out for FY11.

Q. How do Assoc. Deans and Chairs calculate the number of days for voluntary unpaid leave?

A. Please use the Excel leave calculator for Assoc. Deans and Chairs posted on the HR website. <http://hr.unlv.edu/unpaidleave/index.html>

Department/Unit	Chairs B-Base	Chairs 20% Sup.	Chair Stipends	Chair Salary	Chair Daily Pay Rate	Required Pay Reduction	Required Leave Days
Sample 1	\$ 75,000	\$ 15,000	\$ 8,500	\$ 98,500	378.85	\$ 1,081.00	2.85
Sample 2	\$ 100,000	\$ 20,000	\$ 6,000	\$ 126,000	484.62	\$ 1,196.00	2.47
Sample 3	\$ 150,000	\$ 30,000	\$ 6,000	\$ 186,000	715.38	\$ 1,656.00	2.31
Chair	\$ 1	\$ 0	\$ 1	\$ 2	0.01	\$ 0.06	6.52

Chair Daily Pay Rate calculation based upon Chair Salary divided by 260 days.

Q. How do Tenured and Non-Tenured faculty on H1B Visas participate in the unpaid leave/ increased workload ?

A. Special instructions are being provided by the Office of International Students and Scholars.