

From: **Matthew S. Brody**

Date: Tuesday, July 7, 2015

Subject: July 7th ~ Update ~ Interim Salary Increase Guidelines Related to State Budget Continuing Resolution

To: UNC System HR Council and Chief HR Officers

**\*Urgent Time Sensitive Salary Increase Guidelines \***

I have now received updated guidance as of 1 PM July 7th on interim salary increase guidance in connection with the recently enacted State Budget CR.

### **SPA Salary Actions**

For the **State-funded** portion of SPA salary increases, these actions should be limited to those which involve increased or higher level job duties or demonstrated competencies. This includes increases for well documented additional duties, increased employee or position competencies, position reclassification, promotions, and temporary additional duties. Market or equity-related increases on State funds are temporarily suspended.

For the portion of a position on **all other funding sources**, a salary increase action may be accomplished for any permissible reason, including equity or market. However, during the period of time that equity and market-related increases are not permitted on State-funded positions, care should be exercised with respect to the employee relations impact in a given unit of increasing one set of employees on State funds versus another on Non-State funds for identical reasons.

If you have a critical SPA retention situation, contact UNC GA Human Resources for guidance.

### **EPA Salary Actions**

For all EPA faculty and EPA non-faculty salary increases, please operate with the guidance provided in the [April 30, 2015 memo from Dr. Junius Gonzales and Matthew Brody](#), which is again attached for your reference. This asks you to defer market, equity, and permanent additional duties-related increases until the EPA annual raises process, which would occur after a new State Budget has been enacted.

As the CR may continue for some period of weeks, I would strongly advise that you communicate this interim guidance to your campus managers.

Regards,

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