

Constituent Universities

Appalachian
State University

East Carolina
University

Elizabeth City
State University

Fayetteville State
University

North Carolina
Agricultural and
Technical State
University

North Carolina
Central University

North Carolina
State University
at Raleigh

University of
North Carolina
at Asheville

University of
North Carolina
at Chapel Hill

University of
North Carolina
at Charlotte

University of
North Carolina
at Greensboro

University of
North Carolina
at Pembroke

University of
North Carolina
at Wilmington

University of
North Carolina
School of the Arts

Western Carolina
University

Winston-Salem
State University

Constituent High School

North Carolina
School of Science
and Mathematics

An Equal Opportunity/
Affirmative Action Employer

General Administration

Main: 919-962-1000

Web: www.northcarolina.edu

October 6, 2015

MEMO TO: Chief Human Resources Officers and Chief Academic Officers

SUBJECT: Fiscal Year 2015-2016 EHRA (EPA) Compensation Updates

With the adoption of a new State Budget by the Legislature, we are pleased to share compensation-related updates for fiscal year 2015-2016. This includes instructions for the EHRA faculty and non-faculty annual raise process (ARP), updated EHRA Senior Academic and Administrative Officer (SAAO) salary ranges, and a brief update on EHRA salary increase/adjustment pre-approval procedures.

EHRA Annual Raise Process Instructions

At the Chancellor's discretion, each constituent institution may conduct an annual raise process (ARP) for EHRA faculty and EHRA non-faculty employees for the 2015-2016 fiscal year. There are no new funds for a campus ARP, so if one is to be conducted, it must utilize existing, campus-based resources. It is preferred that if an ARP process is conducted, that it be completed by November 30, 2015; any ARP must conclude no later than December 31, 2015. Note the following ARP-related attachments to this memorandum:

- **"Attachment A"** contains specific instructions for any campus ARP process.
- **"Attachment B"** includes an ARP reporting template that must be submitted and returned to UNC GA Human Resources via email to Keith Dupuis, within fifteen (15) business days of completing any ARP process. The information on these reports will be summarized for the President and the Personnel and Tenure Committee of the Board of Governors.

EHRA SAAO Non-Faculty Salary Ranges

The Fiscal Year 2015-2016 SAAO salary ranges and associated instructions communicated in this memorandum are **effective immediately**. Note the following SAAO salary range-related attachments:

*Memo to CHROs and Chief Academic Officers
Re: Fiscal Year 2015-16 EHRA Compensation Updates
October 6, 2015*

- **“Attachment C”** provides the salary ranges for the constituent institution Tier I SAAOs below the level of the Chancellor.
- **“Attachment D”** provides the salary ranges for the constituent institution Tier II SAAOs, unless salary ranges are otherwise established for these positions and approved by a constituent institution’s Board of Trustees (BOT).
- **“Attachment E”** provides instructions and salary setting guidance associated with implementing the newly provided SAAO salary ranges.

EHRA Faculty Salary Ranges

Also included with this memorandum, are GA salary ranges for selected medical faculty, included as **“Attachment F”**. A separate communication from GA Academic Affairs addressing other faculty salary ranges will be provided to campuses in the coming months.

EHRA Salary Increase Pre-Approval Requirements

The 10% salary increase/adjustment pre-approval process for EHRA employees will remain unchanged, pending action by the Board of Governors on any revised procedures at the October meeting. We will keep you closely updated on related developments.

Please note that the April 30, 2015 memo from both of us to CAOs, CHROs, and CFOs regarding the limiting of certain EHRA salary increase actions effective July 1, 2015 is now rescinded. Unless one of the formerly restricted actions is appropriately to be implemented as part of any campus ARP process, it can now otherwise proceed in accord with the regular salary increase pre-approval procedures.

Questions

If you have questions on any of the items described in this memo, please contact Keith Dupuis or Jessica Moore for SHRA or EHRA non-faculty matters in GA Human Resources, or Samantha McAuliffe for faculty matters in GA Academic Affairs.

*Memo to CHROs and Chief Academic Officers
Re: Fiscal Year 2015-16 EHRA Compensation Updates
October 6, 2015*

Sincerely,

A handwritten signature in black ink, appearing to read "Junius Gonzales", enclosed in a thin black rectangular border.

Dr. Junius Gonzales
Senior Vice President for Academic Affairs

A handwritten signature in blue ink, appearing to read "Matthew S. Brody", consisting of a large, stylized initial "M" followed by a horizontal line.

Matthew S. Brody
Vice President for Human Resources

Attachments

Cc: President Ross
Chancellors
UNC GA Senior Vice Presidents
Campus Chief Financial Officers