To: Fiscal Managers/Account Managers
From: Kim Bessette, Associate Vice President for Financial Management & Budget
Subject: Financial & Budgetary Administration of the UUP Deficit Reduction Leave Program
Date: April 21, 2014

The purpose of the memorandum is to inform you on how the Campus will respond to the recently implemented United University Professions (UUP) Deficit Reduction Plan (DRP), also known as the furlough. As previously communicated by Human Resources, all employees in the UUP bargaining unit are subject to withholding of five days of pay in 2013-14 and four days in 2014-15, of which seven will be repaid, and two will be exchanged for leave and will not be repaid. This withholding is creating a temporary surplus balance in your account, which must be reserved for the repayment which begins in the 2015-16 fiscal year.

We intend to handle this in the same manner we did for the DRP’s that impacted the CSEA, PEF, MC, NYSCOBA, APSU negotiating units in past years. That is, we will be withdrawing the savings that has accrued from the DRP from your State, DIFR or IFR account for both personal service regular and temporary service employees, and reserving those funds in a centralized campus account to be used for the repayment. You will not be responsible for the repayment. For IFR accounts, the equivalent fringe benefit savings that has accrued with be withdrawn and reserved as well.

Again, this communication is intended only to inform you how we will financially manage the accrued temporary savings. Detailed and specific information on how the DRP impacts an individual employee’s pay and benefits has been previously communicated by the Office of Human Resources and can be found at: http://www.albany.edu/hr/assets/uup-drp-faq.pdf.

If you have any questions or require additional guidance on these actions and the process described, please contact the Office of Financial Management and Budget at 956-8090.