The FY 2023-2024 budget bill includes permanent salary increases. The University has received final guidance from UNC System Office, Office of State Budget and Management (OSBM), and Office of State Human Resources (OSHR) regarding the increase.

Employees who were employed in a permanent (benefits eligible) position at UNC Asheville on June 30, 2023 are eligible for a 4% legislative salary increase with an effective date of July 1, 2023. **The increase will be processed in the October payroll, retroactive to July 1, 2023.**

Frequently Asked Questions

Who is Eligible?

- EHRA faculty (including Lecturers and Phased Retirees in their 2nd and 3rd years), EHRA staff (non-faculty), and SHRA staff (including probationary and time-limited employees) who were active employees as of June 30, 2023.
- Employees whose funding comes from non-state sources and who are under an employment contract may not be eligible for the legislative increase depending upon the terms of their appointment letter or contract. If you have any inquiries about your eligibility, please consult with your division senior leader.
- Employees eligible for the legislative increase who separated after June 30, 2023, but prior to payroll implementation of the 4% legislative increase will receive a pro-rated retroactive legislative increase payment from July 1st through their separation date.

Who is Not Eligible?

- Employees hired after June 30, 2023.
- Temporary faculty (adjuncts) and temporary staff.
- Employees whose funding comes from non-state sources and who are under an employment contract may not be eligible for the legislative increase depending upon the terms of their appointment letter or contract.
- Faculty participating in their **first year** of the Phased Retirement Program due to an earnings limitation provision, consistent with the Phased Retirement Policy and Regulation.

How will the 4% increase be calculated?

- The 4% base salary increase will be calculated against the eligible employee's June 30, 2023, base salary.
- This calculation will exclude any interim and acting appointments, temporary additional duties, or secondary administrative titles.
- The amount of the calculated increase amount will be added to the eligible employee's current base salary as of July 1, 2023.

When is the increase effective, will I receive retroactive payment, and when will I begin receiving the new salary?

- The increase is effective July 1, 2023, and will be implemented in October 2023.
- Employees will begin receiving the new salary in their October paycheck.
- The increase authorized for July 2023 will be paid in the form of a retroactive lump sum payment in the October paycheck.

Will employees currently on disability or on a leave of absence receive the legislative increase and retroactive payment?

- Employees currently on disability or who are on a leave of absence (paid or unpaid) are eligible for the mandatory legislative increase if they satisfy all other criteria. For employees on leave without pay, the increase will not be processed until the employee returns, and those payments are to be made on a current basis, not retroactive. Employees on leave with pay are active in payroll and will be paid both the 4% legislative increase and its retroactive component in an October payroll.

Will longevity, overtime pay, holiday premium, etc. paid in July 2023 be recalculated?

- Yes, these payments will be re-calculated to include the increase and the difference between what was paid, and the re-calculated amount will be included in the October paycheck.

Are employees who transferred to UNCA eligible?

- Any SHRA or EHRA employee who transferred from an eligible position at another state agency or UNC institution with an effective date of July 1, 2023 or later is eligible to receive the 4% legislative increase.
- The increase will be calculated on the employee's June 30, 2023 salary from the other state agency or UNC institution.

Will retirement contributions be taken from the retroactive payment?

- Yes, the employee retirement contributions will be deducted from the earnings.

Will employees who have resigned or received notice of separation be eligible for the increase?

- Employees eligible for the legislative increase who separate after June 30, 2023, but prior to payroll implementation of the mandatory 4% legislative increase will receive a pro-rated retroactive legislative increase payment from July 1st through their separation date.

Who should I call if I have questions?

- For questions regarding eligibility or the amount of the legislative increase, staff should contact
  - Jaime Head, Associate Director for Classification and Compensation (jhead@unca.edu or 828.350.4587) or

  - Chelsea Muken, Classification and Compensation Specialist (cmuken@unca.edu or 828.350.4589).
- For questions about retroactive payments on longevity, shift premiums, payouts, etc., contact payroll@unca.edu.
- Faculty should contact Angie Irvin, Director of Faculty Personnel Administration or Alicia Henry, Faculty Personnel Specialist at aa_personnel@unca.edu.