

Bowie State University Temporary Salary Reduction Plan - Revised October 2, 2020

As you may know, due to the business shutdowns and the overall economic condition of the State, the University System of Maryland's Budget has been cut by \$130 million. Of the System cuts, Bowie State University's budget has been reduced by approximately \$3.9 million for FY 2021. Because of this austere budget that we must endure, for the foreseeable future, the University must implement a Temporary Salary Reduction Plan. This temporary salary reduction will assist us in capturing \$420,000 of the University's budget deficit.

What is Meant by Temporary Salary Reduction?

All employees who make \$40,000 a year or more will have their salary reduced temporarily by a percentage of their base pay that corresponds to their salary tier in the table below. The temporary reduction will be taken out once a month at the designated percentage of salary for six months beginning the week of October 12, 2020 and continuing through March 19, 2021.

Example:

Temporary Salary Reduction Example

Employee's Annual Salary	% of Reduction for Salary Tier	Total Reduction Amount	Deduction One Time/month
\$ 40,000	.0038	\$152.00	\$25.33

Is There a Furlough Day Associated with the Temporary Salary Reduction?

No. There will not be furlough days associated with the temporary salary reduction.

The temporary salary reduction will, therefore, be taken out of the first paycheck of each pay period as indicated by the following chart, and employees will not be scheduled to take a furlough day. The calculations were completed to determine the smallest percentage necessary to be deducted from employee paychecks, based on the salary tiers, which will allow the University to capture the necessary amount to offset the budget deficit.

Salary Reduction Tier	Average % of Deduction
Cabinet Only	2.30%
\$100,000 and above	1.53%
\$80,000 - \$99,999	1.15%
\$60,000 - \$79,999	0.77%
\$40,000 - \$59,999	0.38%

What are the Dates of the Temporary Salary Reduction?

The pay dates will differ for the Regular employees and those of the Contractual employees. The dates are as follows:

Paycheck #	Regular Deduction	Contractual Deduction
9	10/28/20	11/4/20

11	11/25/20	12/2/20
13	12/23/20	12/30/20
15	1/20/21	1/27/21
17	2/17/21	2/24/21
19	3/17/21	3/24/21

Will this Affect My Retirement Plan and Benefits?

Provided that you do not take Leave Without Pay this year, or are otherwise on unpaid status, your retirement contributions and benefits will not be affected by this temporary salary reduction which will be spread out over the next six months.

Does This Apply to all Faculty and Staff?

The Temporary Salary Reduction applies to all regular faculty and staff; Long Term Contractual Faculty; Contingent II staff; grant-funded and Title III employees.

It does not apply to Contingent I's, Adjuncts, employees on H1-B Visas, Work-study students, other student workers, and Graduate Assistants.

Will I Be Able to Use Accrued Leave to Get Paid?

Unfortunately, accrued leave cannot be substituted for the temporary salary reduction.

Why am I not being furloughed when my salary is being reduced?

This is a temporary salary reduction plan and not a furlough plan. The University has decided, however, to close on November 25, December 15, December 22, and December 23.

Do I Need to Place any Time Sheet Codes on My Web Time?

No. The Payroll Office will make the necessary reductions to your paycheck.

Should you have any further questions concerning this Temporary Salary Reduction Plan, please do not hesitate to contact the Office of Human Resources.