

FURLOUGH NOTIFICATION TO ADJUNCT FACULTY

Valued CSN Adjunct Instructor and Colleagues,

As you may be aware the 31st Special Session of the Nevada Legislature in July 2020 passed AB3. While many of the provisions in the bill dealt with the fiscal budgets, it also required all state employees take furlough during the second half of the current fiscal year (FY2021).

The State of Nevada, Division of Human Resources has provided some guidance but has also allowed state agencies some flexibility in deciding how their employees can take their unpaid furlough leave hours.

Adjunct Instructors are required to take an equivalent of a 4.6% furlough for the courses they are facilitating in the spring 2021 semester. The furlough leave time and accompanying pay reduction will be prorated based on the contracted credit hours each adjunct instructor has assigned to them.

Below you will find a grid that has been created by Human Resources that will guide you in working with your Division Chair and Dean to determine the number of furlough hours you should take over the course of the semester.

The grid provides a crosswalk between Contracted Credit Hours and Total Furlough Hours to be taken. The Total Furlough Hours is the number of work hours you must take in correspondence with the number of Contracted Credit Hours you are facilitating.

Contracted Credit Hours	Total Furlough Hours
1	2
2	3
3	5
4	7
5	8
6	10
7	12
8	13
9	15
10	16
11	18
12	20
13	21
14	23
15	25
16	26
17	28
18	30

Furlough hours should not be taken during instructional time.