



Shannon S Templet
Director

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August 31, 2009

Dr. John L. Crain, President
Southeastern Louisiana University
SLU 10784
Hammond, LA 70402

Dear Dr. Crain,

Please make this letter generally available to all employees of Southeastern Louisiana University.

I am hereby approving your layoff avoidance request made per Civil Service Rule 17.8, as proposed in your letter dated July 27, 2009.

Specifically, I am approving your request to implement a furlough without pay for employees. I am also approving the requested exceptions in accordance with Rule 17.1 as explained below.

University police officers with the power to arrest shall not be furloughed as you have identified that these law enforcement officers "are needed to provide 24 hour protection of life and property on campus." In addition, no classified employees making less than \$40,000 will be furloughed.

Furloughs will be implemented for all other employees (excluding tenured faculty, part-time faculty (i.e. Lecturers), lab school teachers, contract employees, non-resident alien employees on work visas, 100% federally funded positions, and WAE-4.1d1 intermittent staff) based on annual salary above \$40,000.

Furlough days by Salary Level:

- Those employees making under \$40,000 annually will not be furloughed.
- Employees making \$40,000 - \$99,000 annually will be required to take a maximum of 16 hours.
- Employees making \$100,000 and above annually will be required to take a maximum of 32 hours.

These furlough days will be scheduled by the university between October 1, 2009 and April 30, 2010 in a manner that will minimize the impact on services provided to students.

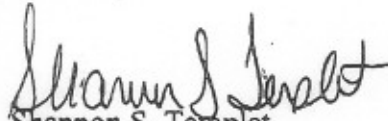
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Please ensure that the affected employees are notified of my approval immediately as per the requirements of C.S. Rule 17.5(b)—Notification to Employees. We understand the requirements of C.S. Rule 17.5 (a)—initial general notification—were met by the memo dated July 29, 2009.

Please feel free to contact Samantha Harris, your Assistance Coordinator, by phone at 225.342.8278 or via email at samantha.harris@la.gov , if you or your staff have questions about this or any other matter.

Sincerely,



Shannon S. Templet
Director