



EASTERN OREGON
UNIVERSITY

Situation Overview

- Spring term
 - COVID-19 response
- Next year; FY21
 - 8.5% biennial reduction (17% for FY21)
 - Uncertain fall enrollment outlook
- Next biennium; FY22, FY23
 - Indications of recessionary budget
 - State funding challenges
 - Uncertain enrollment outlook

Budget Impact

	FYE 20 Forecast	FY21	Delta	% Change
Revenue	\$ 44,292	\$ 41,273	\$ (3,019)	-6.8%
State Funding SSCM ONLY	\$ 20,997	\$ 18,452	\$ (2,545)	-12.1%
Tuition/Enrollment Revenue	\$ 23,100	\$ 22,539	\$ (561)	-2.4%
Other, includes ETSF & SELP	\$ 3,095	\$ 3,312	\$ 217	7.0%
Fee Remission	\$ (2,900)	\$ (3,030)	\$ (130)	4.5%
Expenditures	\$ 44,572	\$ 46,328	\$ 1,756	3.9%
Savings/Reductions	\$ (688)	\$ -		
Net	\$ 408	\$ (5,055)		

Work Share – Employee Impact

- Approximately 200 employees expected to be impacted
 - Includes both administrative professionals and classified staff
 - Institutional leadership also included
- Not all positions will be impacted the same.
 - Adjusted work hours and schedules will be determined individually based on department needs
- Work hours and schedule will be discussed with each employee, individually

Employee Impact – Duration

- Variable
 - Current consideration through year end
 - Enhanced UI offset to future adverse impacts
 - Operating configuration, fall enrollment and state funding outlook will inform university response
 - Individual work schedules will vary based on department operational needs

Employee Impact – Compensation

- Three elements
 1. Reduced EOU compensation
 2. Oregon Work Share unemployment compensation (weekly)
 3. CARES Act federal pandemic unemployment compensation, through near end of July (weekly, \$600)

Employee Impact – 1. EOU Comp

Vast majority of EOU employees (excluding faculty) will be placed in the Work Share program:

- Hourly employees will be paid their regular hourly rate, but for a reduced number of weekly hours
- Salaried employees will be paid their regular salary rate, but at a reduced FTE

Employee Impact – 2. Work Share



Helping you strategize instead of downsize.
Your workforce. Your future. Your business.

When times are tough, Work Share provides Oregon businesses an alternative to layoffs. This newly streamlined program allows employers to leverage unemployment insurance (UI) to subsidize a portion of lost wages for employees whose work time is reduced due to market downturns or other business stressors.

DISCOVER THE EASTERN EDGE

Employee Impact – 2. Work Share

WHAT IS WORK SHARE?

When times are tough, Work Share provides Oregon businesses an alternative to layoffs. This newly streamlined program allows employers to leverage unemployment insurance to subsidize a portion of lost wages for employees whose work time is reduced due to market downturns or other business stressors.



Work Share allows employers to keep skilled employees during slow times by reducing work hours as part of a Work Share plan.

HOW DOES THE PROGRAM WORK?

Eligible staff on the plan receive a portion of their regular unemployment insurance benefits corresponding to their work week reduction.

Employees develop a Work Share plan by completing the PDF application available online. This plan reduces the normal weekly hours of work and wages of three or more employees by at least 20% and not more than 40%.

In most cases, employees must wait for a short period before receiving unemployment insurance benefits.

Employees must be available to their Work Share employer for full-time hours, even when on the reduced-hours plan.

Seasonal declines in business do not make employers eligible for Work Share.

What are the benefits to being on a Work Share Plan?



EMPLOYER BENEFITS

- Offers staffing options when times are tough
- Provides a way to keep valued employees during slow times
- Helps you avoid expensive re-training
- Rewards staff loyalty
- Keeps your quality and efficiency high, even when times are slow
- Enables you to be better prepared to ramp up when the market does
- Provides confidential and discreet support for your business and your employees

EMPLOYEE BENEFITS

- Helps avoid hardships usually associated with layoffs
- Unemployment insurance benefits reduce the impact of lost wages
- No job-hunting requirements as with traditional unemployment insurance claims
- Benefits stay intact, despite not being employed full-time
- Reduction in hours, while they need to be available to work for their employer at all times, gives schedule flexibility

CAN ANYONE PARTICIPATE?

To participate in the Work Share Program, you must have three (3) or more employees who have worked for you at least part-time for one (1) year, or full-time for six (6) months. Those who have an unemployment insurance claim against another state or have previously exhausted their unemployment insurance benefits may not be eligible to participate in your plan.



HOW DO I APPLY?

Employers apply to the Work Share Program on behalf of their employees by submitting a Work Share Plan Application to the Oregon Employment Department. Once your plan is approved, you will submit weekly one-page certifications regarding your enrolled staff's hours to the Employment Department. Your staff are then paid a portion of the unemployment insurance benefit corresponding to the reduction in their work hours.



CHECK OUT ALL OF THE
PROGRAM FORMS ONLINE:
OregonWorkShare.org

Do you have **QUESTIONS** about the Work Share program?
Do you want to see if it's a **GOOD FIT** for you and your team?
REACH OUT to a program specialist to learn more.

CALL: 503.947.1800
TOLL FREE: 1.800.436.6191

All inquiries are confidential, so contact a specialist today to find out if Work Share is right for your business, now or down the road.

Employee Impact – 2. Work Share

HOW MUCH CAN EMPLOYEES EARN THROUGH THE PROGRAM?

The weekly benefit amount depends on the income of the employee and the number of hours that are reduced. If an employee's hours are reduced by 20%, they would receive 20% of the unemployment insurance benefits they would have received if they had been laid off.



FOR EXAMPLE: If Jim usually works five days a week and earns \$500, he would now work four days per week and earn \$400 from his employer. If Jim would be eligible for \$275 a week in unemployment insurance benefits, he would now receive both the \$400 in wages from his employer and \$55 in Work Share benefits for the week (20% of his \$275 weekly benefit) for a total of \$455.

You can use our online benefit estimator to find out how much you are eligible to earn through Work Share located here: secure.emp.state.or.us/ocs/estimator/

*Paid weekly directly to claimants by Oregon Employment Department

Employee Impact – 3. CARES Act



CARES Act

The CARES act was signed into law on March 27, 2020 and will expand Unemployment Insurance benefits. We are working to incorporate the new programs into our systems, and will issue a news release and additional online announcements about pandemic unemployment assistance and unemployment benefit extensions as they become available.

In the near future, we will provide guidance to our customers on the:

- Federal Pandemic Unemployment Compensation weekly benefit of \$600
- Benefits for self-employed individuals, including those working in the "gig" economy
- Expansion of unemployment benefits for individuals whose benefits will soon expire
- Benefits for individuals unable to start new work because of the pandemic

Federal Pandemic Unemployment Compensation

- Paid weekly directly to claimants by Oregon Employment Department

Employee Impact – Example 1

- Hank is a 1.0 FTE hourly employee
 - Works 40 hours/week
 - Earns **\$529/week** from EOU (\$27,500, annually)
- On Work Share, Hank's FTE is reduced to 0.8 FTE
 - His Work Share schedule is 32 hours/week
 - Earns \$ 423/week from EOU
 - Earns \$ 69/week from State UI benefits (the Oregon Work Share portion of his reduced schedule*)
 - Earns \$ 600/week from Federal Pandemic UC*
 - Earns **\$1,092/week** (More than 2X increase in weekly earnings)
- Hank continues to receive EOU benefits

** Reminder: unemployment benefits are calculated and paid by the Oregon Employment Department and are not controlled by EOU. This example is provided for illustration purposes only.*

Employee Impact – Example 2

- Amy is a 1.0 FTE employee
 - Works 40 hours/week
 - Earns **\$1,154/week** from EOU (\$60,000, annually)
- On Work Share, Amy's FTE is reduced to 0.8 FTE
 - Works 32 hours a week
 - Earns \$ 923/week from EOU
 - Earns \$ 130/week from State UI benefits (the Oregon Work Share portion of his reduced schedule*)
 - Earns \$ 600/week from Federal Pandemic UC*
 - Earns **\$1,653/week** (43% increase in weekly wage)
- Amy continues to receive EOU benefits

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Employee Impact – Example 3

- Joe is a 1.0 FTE employee
 - Works 40 hours/week
 - Earns **\$865/week** from EOU (\$45,000, annually)
- On Work Share, Joe's FTE is reduced to 0.6 FTE
 - Works 24 hours a week
 - Earns \$ 519/week from EOU
 - Earns \$ 225/week from State UI benefits (the Oregon Work Share portion of his reduced schedule*)
 - Earns \$ 600/week from Federal Pandemic UC*
 - Earns **\$1,344/week** (55% increase in weekly wage)
- Joe continues to receive EOU benefits

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Employee Impact – Example 4

- Mary is a 1.0 FTE employee
 - Works 40 hours/week
 - Earns **\$865/week** from EOU (\$45,000, annually)
- Mary's FTE is reduced to 0.0 FTE (LWOP)
 - Works 0 hours a week
 - Earns \$ 0/week from EOU
 - Earns \$ 563/week from Oregon Work Share*
 - Earns \$ 600/week from Federal Pandemic UC*
 - Earns **\$1,163/week** (34% increase in weekly wage)
- Mary continues to receive EOU benefits

** Reminder: unemployment benefits are calculated and paid by the Oregon Employment Department and are not controlled by EOU. This example is provided for illustration purposes only.*

Employee Impact – Benefits

EOU employees on Work Share, employee benefits continue:

- Medical, dental, and vision insurance unchanged
- Retirement contributions, vacation, and sick pay accruals rates don't change
 - Earnings they are based on will be less.
- Staff Fee Tuition benefits unchanged
- EAP and optional benefits unchanged

Employee Impact – Sick & Vacation

What is the impact on UI benefits of taking paid sick or vacation leave?

- Unemployment Insurance (UI) benefits are calculated by the calendar week.
- Not working the total number of available work hours of your Work Share schedule will very likely result becoming ineligible for UI benefits that week.
- Taking vacation or sick leave when on a Work Share schedule – and remain eligible for UI benefits – can get complicated. Work with your supervisor and the HR Dept.

Employee Impact – Sick

What is the impact on UI benefits of taking paid sick leave?

- Illness: illness that does not cause the number of worked hours to drop below the WS weekly schedule does not impact UI benefits for that week.
- In other words, if missed hours due to illness results in an employee not working the total hours of available work in a week, and those hours cannot be made up during that same week, then the employee receives no UI benefits for that week.
- *The Oregon Employment Department has adopted an exception to this rule in cases in which the need to use leave is related to COVID19.*

Employee Impact – Vacation

What is the impact on UI benefits of taking paid vacation (and other types of paid leave except sick leave)?

- Vacation: when an employee takes vacation instead of working all available hours of work in a given week, then they will very likely become ineligible for UI benefits that week.
- An employee on a WS schedule is not allowed to supplement their WS reduced work week with paid leave. Vacation is a replacement for otherwise available work so only available scheduled WS hours can be taken as vacation.

Employee Impact – Vacation

How should I take my vacation (and other types of paid leave except sick leave)?

- Partial-week vacations for employees on Work Share:
 - Vacation hours will be paid at the employee's regular rate of pay but for no more than the number of available hours of the employee's weekly WS schedule.
- Employees are urged to take vacation in whole-week increments in order to avoid missing UI benefits for multiple partial-week vacations.
 - Plan ahead with your supervisor and request vacation with advance notice. An employee will not be assigned their WS schedule when they are approved to take a full calendar week of vacation.

Employee Impact – Holidays

How will the Work Share work schedules be implemented in the weeks that include Memorial Day and the 4th of July?

- The WS program does not impact the University's paid holidays. Employees should enter holiday pay on these holidays as they normally would, and will be paid for that holiday.
- Your WS weekly schedule should be adjusted so that you are scheduled to work on the paid holiday. Here are two examples:

Employee Impact – Vacation & Sick

Here are two examples:

1. EXAMPLE 1: Mildred is generally a 1.0 FTE employee. Her Work Share work schedule has been reduced to 0.8 FTE and she now does not work on Mondays. Memorial Day is a Monday. Mildred should work with her supervisor to determine a different day to take off that week. In other words, her weekly hours should be reduced by the same amount, but the reduction should be accomplished on different day(s) of that week.
2. EXAMPLE 2: Billy Bob is generally a 1.0 FTE employee. His Work Share work schedule has been reduced to 0.8 FTE and he now does not work on Fridays. Memorial Day is a Monday. Billy Bob takes Monday off because it is a holiday. Billy Bob also takes Friday off that week because he is not scheduled to work on Fridays.

Friday, July 3 is also a paid holiday, and should be treated the same way.

Thank You!



Together, It's Possible

THE ASCENT

STUDENT
SUCCESS

TRANSFORMATI
ONAL
EDUCATION

GROW THE
NUMBER OF
LIVES IMPACTED

THRIVING
UNIVERSITY
COMMUNITY

RELEVANCE AND
INTERCONNECTI
ON

FINANCIAL
SUSTAINABILITY

