

## MEMORANDUM

**TO:** Administrators and Department Managers

**FROM:** Angela Revels-Bullard  
Associate Vice Chancellor for Human Resources

**DATE:** July 7, 2009

**SUBJECT:** **Federal Minimum Wage Increase**

The Federal Minimum Wage will increase on July 24, 2009 from \$6.55 to \$7.25 an hour. Employees paid on a monthly basis (including student temporary contract employees), who earn less than \$7.25 per hour, will need to have their salaries increased to \$7.25 per hour.

With the budget shortfall and the increase in the minimum wage by 10.7 percent, departmental budget managers are strongly encouraged to ensure funds are available before the effective date of the minimum wage increase.

The increase will not affect permanent SPA employees since salaries are well above the minimum wage. If you have questions, please feel free to contact the Office of Human Resources at campus extension 1856.

(Office of State Personnel link for additional information)

<http://www.osp.state.nc.us/Federal%20Minimum%20Wage%20Increase%20Notice.pdf>