



Department of Human Resources

TO: All Full-Time Employees
FROM: Fred Cratty, Chief Human Resources Officer
RE: Voluntary Schedule Reduction Program
DATE: August 14, 2023

Last week Dr. Paul Beran, Interim President, sent a message to the University Community updating everyone on the collaborative efforts towards budget mitigation. At the end of his message, he referenced a Voluntary Schedule Reduction Program (VSRP) that full-time employees are eligible to participate in. This program permits an employee to reduce their weekly work schedule or to take voluntary furlough days. Employees who participate in this program are not paid for the time they take off; however, they continue to accrue benefits such as health and dental insurance, seniority, longevity, retirement credit, and vacation and sick leave credit as if they were still working their full-time schedule. Since I have received several inquiries from employees regarding the VSRP, I thought it would be best to send out the information so everyone can review it if they had an interest. Below is a link to the Human Resources website where this information can be obtained.

[Voluntary Schedule Reduction Program](#)

Once you access the website, scroll to the bottom of the page and you will see all of the information regarding the VSRP.

If you have any questions, please feel free to contact me at 203-837-8665 or via e-mail at crattyf@wcsu.edu.