

Staff Hiring Pause - New Review Process for Staff Job Openings (On Behalf of Garry Mac Pherson, Vice Chancellor, Administrative Services and Chuck Haines, Associate Chancellor, Finance and Resource Management)

1 message

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To: DLIST-L@listserv.ucsb.edu

Fri, Apr 24, 2020 at 2:19 PM

Deans, Department Heads, Management Services Officers, Administrative Assistants:

The memo below is being sent to the dlist-l listserv. Thank you for serving as one of the representatives for your department to receive this memo. Please distribute this message to colleagues in your department.

*****PLEASE GIVE WIDEST DISTRIBUTION*****

Friday, April 24, 2020

TO: Campus Community

FR: Garry Mac Pherson, Vice Chancellor, Administrative Services
Chuck Haines, Associate Chancellor, Finance and Resource Management

RE: **Staff Hiring Pause - New Review Process for Staff Job Openings**

Dear Colleagues:

Due to the COVID-19 pandemic, UC campuses are facing a number of serious financial challenges related to unexpected expenses and revenue losses. Our campus financial picture will continue to evolve over the coming months as we learn more about the campus, University of California, and State budget impacts, but we are taking proactive steps that will help manage our resources and protect jobs on campus.

Effective immediately, the campus is implementing a Position Management Program for staff positions. All open job searches for staff positions will be reviewed, and given current financial constraints, many likely will be suspended. Recruitments for academic positions will be managed through a separate process.

This is a hiring pause for most positions, although hiring and onboarding of critical positions will still continue. These procedures will provide some financial control as we work to address the financial uncertainties our campus is facing.

Moving forward, all requests to fill staff job openings for career, contract, and limited appointments will require multi-level reviews and approvals.

Details concerning the review of open staff searches and the new approval process for staff job openings will be provided by Human Resources in a separate communication to department heads, managers, supervisors, and departmental HR business partners in the next week.

Thank you for your understanding and your cooperation as we seek to preserve resources in this current environment of uncertainty.