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Personnel Policies for Staff Members

Introduction

This manual contains the Universitywide personnel policies that apply to staff members at the University of California.

University staff members make valuable contributions in supporting the University's overall mission of education, research, public service, and patient care. Managers and senior professionals provide leadership and professional expertise at the highest levels to major University units, programs or fields of work, and are accountable for their areas of responsibility. Positions at this level are responsible for identifying objectives, formulating strategy, directing programs, managing resources, and functioning effectively with a high degree of autonomy. Professional and support staff provide administrative, professional, technical, and operational support through independent judgment, analytical skill, and professional or technical expertise, or are responsible for providing clerical, administrative, technical, service, and maintenance support for University departments, programs, and fields of study.

As public sector employees, University of California staff are considered to be employed by statute. The provisions contained here and in implementing policies and procedures at University locations are designed to inform employees about the expectations and entitlements of the University with regard to their employment. The University reserves the right to amend, modify, or delete these policies at any time and they supersede all previously issued University staff personnel policies.

Any variance from the policies contained in this manual must be approved by the President or, where indicated within or by delegation, the Chancellor, Laboratory Director, or Senior Vice President—Business and Finance.



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