

October 23, 2008

TO: HRB Staff

Today's message includes information about:

- Staff Appointments
- Changes to the QAC Organization
- Update on Retirement Administration and Retiree Health RFP
- Staffing Timeline
- UCSF HR Jobs
- VP Search

Staff Appointments

Mike Baptista, Executive Director of Quality Assurance and Compliance (QAC), has filled the director positions in his unit. Esther Cheung has been named director of Information Systems Support; Lily Pang has been appointed Director of Vendor Management, and Chris Simon will be the Director of HR Compliance and Reporting. In addition, Sylvia Jiang, Sarah Emory and Nancy Kwong have been selected for three Programmer Analyst positions in the Information Systems Support area.

Also, last week Joe Epperson, Director of Staff Diversity, announced the appointment of Katya Rivas as UCOP Affirmative Action Officer and Systemwide Affirmative Action and Equal Employment Opportunity Policy Coordinator.

The [organization chart](#) has been updated to reflect these appointments.

QAC Organization Changes

After further evaluation, the structure for the Compliance and Reporting area of QAC has changed. In anticipation of the work to be completed in the UCOP Institutional Research unit, five QAC analytical reporting positions will not be filled, and two other positions have moved to the HR-ERPPS unit. The Principal Compliance Analyst and the remaining three Principal Reporting Analysts will report to a Compliance and Reporting lead. These positions are now listed on the [UCOP Jobs website](#).

RFP Status

As you know, we anticipated a decision on the Retirement Administration and Retiree Health RFP in October. We have completed the RFP process to survey the market for potential business partners and have presented our findings to senior management. They have asked for additional information, and, therefore, no decision has been made at this time. We will provide you with further updates when information becomes available.

Staffing Timeline

Based on the information we have today, all reassignments have been completed and almost all of the PSS jobs have now been posted. Check the [UCOP Jobs](#) website for postings and closing dates.

As director-level positions are filled, interviewing and hiring will begin for the next level positions. Pending unforeseen things coming our way, we expect the hiring to be completed by the end of November, and we will fully transition to the new organization by early 2009. We do not anticipate sending any layoffs notices before the end of this year.

We will need to see what comes out of the November Regents meeting, as some items scheduled for discussion could affect our department.

UCSF HR Jobs

UCSF HR announced last week that four positions previously open to only HRB and UCSF HR employees have been opened to the general public because they do not have a sufficient pool of applicants. The positions are:

- Director of UCOP HR
- Compensation & Awards Consultant: analyst V (two positions)
- Workers' Compensation/Disability Management: Analyst IV

The positions are open for application on the [UCSF HR website](#), and they expect to begin considering applications as soon as they have a sufficient pool of applicants. Interested employees are encouraged to apply.

VP Search

A search committee for the position of Vice President of Human Resources has begun the process of replacing Judy Boyette, and a search firm has been selected to help identify candidates.

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