

March 5, 2009

HR Colleagues:

This week's message includes information about office space, the 2009-10 budget and recent appointments, as well as updates on the VP hiring, job postings and UCOP-wide brown bags on the new HR.

Office Space

HRB has been asked to consolidate its space to free up half of a floor in the Kaiser building. Helen Spencer is working with representatives of the unit leaders and UCOP Building Services to begin to plan for this consolidation. The goal is to develop plans for regrouping staff by unit to the extent possible. The first moves are expected to begin at the end of the month.

Budget Update

HR's budget request for fiscal year 2009-10 was submitted recently to the OP Budget Office. The overall budget for next year reflects the restructured Human Resources Department, including our new organizational shape and smaller size by July 1, 2009, the start of the fiscal year.

Due to the current budget problems in the state, all departments in the Office of the President were asked to cut "unrestricted" funds (primarily state and common funds) by at least 10 percent for next year. We accomplished this without any impact on targeted staffing levels and without significant impact on our ability to pursue the core work of our restructured department for 2009-10. All departments were also asked to take an additional 10 percent reduction in travel-related expenses. This further emphasizes that we should travel only when absolutely necessary, and should use conference calls, video conferences and other means of group communications when possible.

The total OP budget will be presented to the Regents' Finance Committee at their meeting on March 19. We'll know more about the status of our budget after that, and will keep you informed if further changes are needed to cope with the state's fiscal crisis.

New Appointments

A number of appointments have been made in Quality Assurance and Compliance (QAC), including:

Debbie Husary, currently with American President's Line Limited (APL), will join Information Systems Support (ISS) as a Programmer Analyst III, Decision Support, on March 9.

Maggie Leung, currently a Compliance Analyst, has accepted a position in ISS as Programmer Analyst II, Payroll and Decision Support, effective March 16.

Ken Smith, with JDS Uniphase, will join ISS as Programmer Analyst II, Payroll, effective March 30.

Sally Philbin has been promoted to Manager, HR Compliance.

Kaylin Jue, formerly of APL has been appointed as a Principal Compliance Data Analyst, effective March 23.

In addition, several more appointments have been made within Retirement Administration to complete the staffing in that unit. The new appointments include: **Darry Jamison** and **Linda Bynum** to Disbursements and Verifications; **Karina Robinson** and **Claudia Escobar** to Research; and **Matrice Hopson** to the Survivor unit

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

Vice President—Human Resources

The second round of interviews for the VP of HR have wrapped up with the hope of taking a final candidate to the Regents for approval at their March 17 to 19 meeting at UC Riverside. We will make an announcement of an appointment as soon as the Regents give their approval.

Job Postings

The job posting for the Coordinator, Analytical and Professional Support position in the immediate office of the Vice President of Human Resources has been extended to March 12. The posting has been updated to include successful completion of a background check, which is required for this critical position. This MSP I position coordinates departmental activities including budget and staffing analysis and reporting, performance goals and accomplishments, and management of organizational surveys. The position will also coordinate HR-related executive correspondence, Regents items, presentations and speeches given by the VP-HR, and will work, as needed, with the Staff Advisors to The Regents. The successful candidate will also serve as the department interface with the Business Resource Center, the UCOP Budget Office and the divisional Strategic Resources Coordination Team. Visit the [UCOP jobs website](#) for information and to apply.

John Cammidge to Present Brown Bags on HR

As part of the UCOP-wide communication effort to introduce the new and restructured units to the UCOP community, John Cammidge will be presenting two brown bag sessions next week entitled “Meet the New HR.” These meetings are scheduled for Tuesday, March 10, from noon to 1 p.m. in Franklin 11326 and Thursday, March 12, from noon to 1 p.m. in Kaiser 1217.