

November 15, 2001

ACTING DEAN PETER BICKEL	DEAN JAMES MIDGLEY
DEAN GEORGE BRESLAUER	DEAN MICHAEL NACHT
ACTING DEAN GEORGE DEPUY	DEAN A. RICHARD NEWTON
DEAN JOHN DWYER	DEAN P. DAVID PEARSON
DEAN HARRISON FRAKER	DEAN EDWARD E. PENHOET
DEAN CLAYTON HEATHCOCK	DEAN ORVILLE SCHELL
DEAN RALPH J. HEXTER	DEAN KWONG-LOI SHUN
DEAN DAVID LEONARD	DEAN LAURA D. TYSON
DEAN DENNIS LEVI	ASSOCIATE VICE CHANCELLOR JOHN W. MCCREDIE
DEAN PAUL LICHT	CHAIR DAVID DOWALL
INTERIM DEAN RICHARD MALKIN	UNIVERSITY LIBRARIAN THOMAS LEONARD
DEAN MARY ANN MASON	DIRECTOR ROBERT COLE
ACTING DEAN DAVID MESSERSCHMITT	DIRECTOR KEVIN CONSEY

Re: Approval of Exceptions to Hiring Restriction Policy

In his memorandum to deans and directors of November 9, 2001, Chancellor Berdahl outlined the impact of the State's budget situation on the University of California and announced the institution of restrictions on hiring. Until further notice, campus departments may not fill open positions unless the position falls under one of four exempt categories or the appropriate Vice Chancellor or designee approves a hiring exception. To facilitate implementation of this policy within the Executive Vice Chancellor and Provost (EVCP) Control Unit, I am delegating to you the authority to approve hiring exceptions for your units. This authority may not be re-delegated without my prior approval.

As noted in the Chancellor's memo, a department may request an exception for one of the following reasons:

- a. the position is needed to maintain academic quality;
- b. the position is essential to carrying out the University's mission;
- c. the position is critical to support health and safety on campus.

In making decisions about granting exceptions to the hiring restriction, please remember that in the course of the next year you will be asked to implement permanent budget reductions. We expect that some reductions will be made in the current year and an additional reduction made in the 02-03 budget. Maintaining some vacant centrally budgeted positions will afford you greater flexibility in achieving these reductions with a minimum of disruption. .

Please refer to the full text of the Chancellor's memo on the Campus Administrative Memos website (http://amber.berkeley.edu:5027/cgi-bin/deans_memos/deans_memos.pl). If you have any questions about the hiring restrictions or delegation of approval to grant exceptions, please contact Ann Jeffrey (2-1359 or ajeffrey@uclink4.berkeley.edu).

Sincerely,

Paul R. Gray

Executive Vice Chancellor and Provost

cc: David Moers, Assistant Vice Chancellor Human Resources
Chief Administrative Officers