

UCOP restructuring update for week of September 22, 2008

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Dear Colleagues:

This week's update includes news of progress in the OP Budget Office and the Business Resource Center, a new Office of Strategic Change Resources, new Divisional Operations Coordinator positions, tips for job applicants, and answers to your questions.

Staffing update on the OP Budget Office and Business Resource Center

Two of the new consolidated units, the OP Budget Office and the Business Resource Center (BRC), continue to move toward full implementation. The Budget Office is now staffed and is focusing on creating rigorous and transparent new budget reporting systems, and on producing the revised FY 2008-09 OP budget that President Yudof will present to the Regents in November. Budget Office staff are also working with departments and divisions to improve the organization of financial information for management use.

In the BRC, more than 30 analyst and assistant positions have been filled. While the interview and hiring process continues for a several positions, staff are beginning to transition into the new unit. Updated organizational charts showing new staff in the OP Budget Office and the BRC are now posted on the OP Restructuring website (<http://www.universityofcalifornia.edu/future/workunderway.html>).

Office of Strategic Change Resources

As announced earlier this year (<http://www.universityofcalifornia.edu/future/Lapp061708.pdf>), we are creating a new unit that will be responsible for helping to coordinate ongoing campus and OP initiatives to improve efficiency. Openings for three positions in the new Office of Strategic Change Resources (OSCR) will be posted this week on the UCOP Jobs website (<https://jobs.ucop.edu>).

Divisional Operations Coordinators

We plan to post openings next week for six Divisional Operations Coordinator positions that will serve Academic Affairs, Business Operations and External Affairs. These new positions will perform functions for departments that are not being absorbed by the OP Budget Office and the BRC, including personnel activities, meeting and event planning, systemwide agreements (i.e., software licensing), and facility leases.

Tips for using the OP jobs website (CATS)

As a reminder, employees interested in new employment opportunities should check the UCOP jobs website regularly for new postings and application deadlines (<https://jobs.ucop.edu>). To help employees who are applying for positions at OP, Human Resources has developed five tips for navigating the UCOP jobs website (http://hrop.ucop.edu/documents/0809_cats_tips.pdf).

Katie

Katherine N. Lapp
Executive Vice President, Business Operations

Questions and Answers

Employees with questions, ideas and suggestions about the UCOP restructuring are encouraged to submit their comments through the feedback page (www.universityofcalifornia.edu/future/feedbackform.html).

Q: Normally when workers are laid off in a downsizing, they would be eligible for unemployment benefits. If your unit is being eliminated and you must apply for a job in a new consolidated unit, can you collect unemployment benefits if you apply for but don't get a new job?

A: The final decision regarding eligibility for unemployment insurance is one made by the State of California, Employment Development Department (EDD) and not the University; it is our understanding that layoff is a reason that an employee is eligible to receive unemployment. When layoff notice is given by UC, employees receive information regarding how to contact EDD.

Q: I'm confused about what's happening in Human Resources. First I heard that the HR office is moving to UCSF, and now I see that the HR department has announced a new organizational structure and is recruiting for positions here in OP. Can you explain?

A: The affiliation of the OP Human Resources department with UCSF and the restructuring of the systemwide Human Resources and Benefits (HRB) department are two separate initiatives. The systemwide Human Resources and Benefits department is responsible for University-wide programs, including personnel policies, diversity, health and welfare plans, retirement programs, labor relations and senior management compensation and policy. HRB is in the process of transitioning to a new organizational design. Prior to the reorganization, the local OP Human Resources office was part of the larger, systemwide HRB department. As one result of HRB's restructuring, the local HR function, which serves the HR needs of UCOP employees only, will now be part of UCSF Human Resources. That means, after a transition period, local HR services for OP (for example, benefits counseling) will be provided by UCSF HR.

Q: Will the University guidelines on contracting out be applied in determining whether to contract out for retirement benefits administration?

A: Yes. Human Resources and Benefits and Strategic Sourcing have been partnering on a Request for Proposals process for retirement benefits administration. The process is being conducted in accordance with all applicable University policies, including the University Guidelines on Contracting for Services (<http://www.ucop.edu/ucophome/coordrev/policy/9-04-02.html>) The guidelines outline the criteria for making contract decisions, and they require compliance with the specific provisions of personnel policies and/or collective bargaining agreements that apply to employee groups that may be affected.