

UCOP Update for Week of April 27

- **Support for Departing Colleagues**
- **New Job-Search Workshops**
- **Job Postings**
- **Upcoming Events**

This week's message focuses on support for colleagues who are leaving UCOP and an update on Student Affairs and Educational Partnerships. It also includes information on job postings and upcoming events.

Support for Departing Colleagues

Between now and the end of our fiscal year on June 30, many units will be completing their reorganizations, and in some instances this will mean layoffs. In some cases, the issuance of a layoff notice will mean that a colleague departs UCOP right away in order to promptly start their search for another job, while in other cases someone may stay at UCOP during the transition. These kinds of decisions will be based on what works best for the individual as well as their unit.

Here are some questions and answers about the layoff process:

Why are employees being asked to leave immediately after receiving notice rather than continue to work through their full 60-day notice period?

The primary reason is we want people to be able to focus on finding a new job. To help them do this, we are providing three months of outplacement services with Lee Hecht Harrison, a firm that specializes in outplacement and job transitions. LHH's services include a career coach, assessment tools, resume preparation and more. Employees can use these tools from LHH offices in San Francisco, San Jose or Walnut Creek, or they can have a home-based virtual office.

Can employees return to the building?

Of course. While they are required to turn in their badge, they are still welcome at the Office of the President via iVisitor. We will work out appropriate times for employees to return to sort through files and collect personal belongings, but in addition they can return for lunches or other goodbyes with colleagues. Contrary to rumor, they will not need to be escorted.

Will they immediately lose access to their UCOP email account?

Yes, but they will be shown how to leave a forwarding message and to set up their own free personal email account.

We recognize that this will not be an easy time; we will be saying goodbye to many valuable colleagues and friends. But we continue to strive to make it as respectful a process as we can. If you have other questions, please contact Human Resources Director Rene Jackson at 7-0879.

Student Affairs and Educational Partnerships Update

Student Affairs and Educational Partnerships plans recently presented their restructuring plans to Interim Provost Pitts and the Academic Affairs external review committee, and both plans were approved.

Student Affairs' mission is to ensure that UC enrolls and supports the success of a diverse, highly qualified student body. To achieve this mission, the unit will focus on:

- Developing policies, programs and advocacy positions to ensure student access and success;
- Serving as a public interface on issues related to student access to, and success at, UC;
- Supporting UC's campuses in enrolling student bodies that reflect the unique character and goals of each campus while ensuring equity and consistency across the system;
- Promoting the general welfare of graduate and undergraduate students;
- Designing and implementing services for the campuses when a systemwide approach is either required or cost effective.

Student Affairs has completed the detailed design of the department, reorganizing and pooling many of its programs and units. Positions at the MSP I-II level for policy and program analysts are currently listed on the [UCOP jobs website](#) and a number of other new positions will be listed in the coming weeks. You can learn more about the Student Affairs restructuring at this week's brown bag with Vice President Judy Sakaki (see details below).

Educational Partnerships is a newly formed unit that will address issues in public education that prevent students from being college- and workforce-ready, enhancing UCOP's systemwide oversight of the University's important role in public education.

Under the direction of a Vice Provost now under recruitment, the unit will:

- Provide leadership, strategic planning, research, and policy development support for UC engagement in solving critical education issues;
- Initiate system-level partnerships to address education issues;
- Oversee UC's systemwide college access, preparation, teaching, learning, and educator leadership programs and initiatives;
- Coordinate with other UCOP departments whose work touches on K-12 and community college education.

Current program-specific positions will remain intact, while 22 new positions are now being classified and are expected to be open for recruitment in mid-May.

Job Postings

Several positions close soon including:

- The Issues Management Coordinator position in IMPAC was extended and now closes May 1.
- Academic Policy and Compensation Analyst in Academic Personnel is open for application until May 4
- Deputy to the Vice Provost in Academic Planning, Programs and Coordination is open until May 6
- Six Policy and Program Analyst positions in Student Affairs are open until May 11

You can view job descriptions and apply for these and a number of other open positions on the [UCOP jobs website](#).

Upcoming Events

Brown Bag Series

Our series of brown bags continues to help keep you up-to-date on our restructuring and to introduce new or restructured departments to the OP community:

Student Affairs Update: **Dan Greenstein** and **Judy Sakaki**

Thursday, April 30, noon to 1 p.m., Kaiser 1217

Call in: 866-740-1260; access code 9870772

Institutional Research: **Kathleen Dettmann** and **Marsha Kelman**

Tuesday, May 12, noon to 1 p.m., Kaiser 612

Friday, May 15, noon to 1 p.m., Franklin 9204

Job-Search Workshops

Spaces are still available for two job-search workshops this week presented by Torchiana, Mastrov & Sapiro : Email [Jessica Horning](mailto:Jessica.Horning@op.com) to reserve a space.

Job Search Workshop, Wednesday 4/29, 2pm-4pm

Interview Workshop, Thursday 4/30, 10am-Noon

Transition Workshops

With the significant changes in Academic Affairs, we are also bringing back Kate Powers to present her workshop, Four Stages of Transition, which many OP employees have found very helpful. It provides a roadmap and practical tools for managing transition.

Kate will present the workshop twice:

Tuesday, May 5, 2 to 3:30 pm, Franklin 10325

Thursday, May 7, 2 to 3:30 pm, Kaiser 512

Please take care of yourselves by taking advantage of these opportunities.

Katie

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