



OFFICE OF THE PRESIDENT
1111 Franklin Street, 12th Floor
Oakland, California 94607-5200

November 23, 2020

EXECUTIVE VICE CHANCELLORS/PROVOSTS
VICE CHANCELLORS FOR PLANNING AND BUDGET
VICE CHANCELLORS FOR ADMINISTRATION

Re: Guidelines for President Drake's Commitment to Preserving Jobs During the Pandemic

Dear colleagues,

Earlier today President Drake released a message about UC's commitment to preserving jobs during the pandemic through the establishment of a relief fund at each location. As you will note in the President's letter, while local measures will vary by location, all actions will be guided by our shared priorities of:

- Protecting jobs and avoiding pandemic-related layoffs as much as possible;
- Supporting the health and well-being of employees and their families, including their long-term financial security, particularly for those in lower-paid positions; and
- If salary actions are taken, in the spirit of equity and fairness, higher-compensated employees should carry a larger burden to protect employees with lower earnings.

Please refer to the President's letter and the attached guidelines. We wish to highlight that UC locations will be allowed to employ a mix of measures to generate the savings needed to preserve jobs to the extent possible and to help offset short-term financial losses on the campus.

Additional implementing procedures will be issued in the coming weeks. Thank you for the advice you provided to the President. It was very helpful in designing the program.

Sincerely,

Handwritten signature of Michael T. Brown in blue ink.

Michael T. Brown, Ph.D.
Provost and
Executive Vice President

Handwritten signature of Nathan Brostrom in black ink.

Nathan Brostrom
Executive Vice President
Chief Financial Officer

Handwritten signature of Rachael Nava in black ink.

Rachael Nava
Executive Vice President
Chief Operating Officer

Attachments: President's Letter
Job Protection During the Pandemic FY 2020-2021 Guidelines

Cc: Vice Provost Carlson
Interim Vice President Lloyd
Associate Vice President Alcocer
Associate Vice President Arrivas
Chief Human Resource Officers
Academic Personnel Officers