



UNIVERSITY OF WASHINGTON

Office of the Provost and Executive Vice President

January 9, 2009

Chancellors, Deans
Vice Presidents, Vice Provosts

Dear Colleagues:

As you may have heard, the Governor's hiring freeze was lifted earlier this week. Therefore, I am writing to inform you of my decision to rescind the heightened hiring freeze that I implemented in December and return generally to the conditions of the August 2008 hiring freeze. Please understand any recruitment that you undertake should be with the full understanding that your unit will be able to meet the requirements of the 2008-09 budget cuts we have incurred as well as anticipated additional cuts of up to 12% in 2009-10. Thus, I would strongly suggest that you develop business plans for FY10 that model how you would sustain an 8, 10, or 12 percent cut in your GOF/DOF budget before you decide whether you can afford to recruit.

As of today, Human Resources will be able to accept new UWHIRES requisitions to fill GOF or DOF funded classified, professional, or temporary staff positions when the requisition includes an attached email endorsement from the appropriate dean, chancellor, vice president, or vice provost. There is no provision to delegate exception authority further in the organization.

Hiring academic student employees and student helpers supported by GOF or DOF budgets continues to require the authorization by the appropriate dean, chancellor, vice president or vice provost, but does not require authorization documentation to be submitted to Human Resources.

In August, faculty and librarian hiring on GOF funds required my approval of a hiring freeze exemption. You may now proceed with your recruitment into those positions with a previously approved hiring freeze exemption (HFE). As you process appointments into these positions, please be sure to reference the HFE approval number.

If you seek to recruit and hire regular professorial faculty (e.g., Tenure-track/Tenured, WOT, and Research) that have not been previously reviewed and approved, with either permanent GOF or DOF funds, please submit a request for approval. Please note that the previously approved hiring freeze exemptions were for GOF funded positions only. Therefore, the

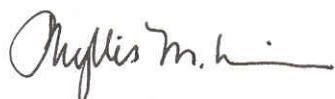
variation from the August freeze is that DOF funded hires of regular professional faculty will require my review and approval.

I will seek the advice of the recently constituted hiring review committee, which includes Jerry Baldasty, Cheryl Cameron, Paul Jenny, Mary Lidstrom, Ed Taylor, and Doug Wadden. Factors that will be considered when reviewing these additional requests include: 1) the centrality of the proposed hire to unit instructional and/or research goals; 2) the fit of the proposed hire with the campus mission (e.g., vision and values statement); 3) the specific instructional and/or research gains to be achieved through the proposed hire; 4) why now or why the proposed hire can't wait; 5) budgetary considerations that persuaded you that the proposed hire would not hinder your ability to absorb any current or impending cuts; and 6) funding sources for the proposed hire.

Please understand that the status of the travel freeze remains unchanged. I will continue to review the travel requests of deans, chancellors, and vice provosts. Vice Presidents should continue to follow the latest processes outlined by the President. You will retain the authority to evaluate and approve the travel requests of your faculty, staff, and students balancing the need to protect our financial viability and ensure the fulfillment of our core mission and values.

Thank you for your patience and support as we have adapted processes to our changing circumstances. Please also extend my thanks and appreciation to your administrators that have played a critical role in implementing our processes.

Sincerely,

A handwritten signature in cursive script that reads "Phyllis M. Wise".

Phyllis M. Wise
Provost and Executive Vice President

c: Mark Emmert
Rhonda Forman
Shirley Runkel
Elizabeth Coveney
Jessie Garcia