



ACADEMIC PERSONNEL

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

July 12, 2013

To: Business Officers, Academic Personnel Analysts, and PPS preparers (via SBADM-L)

From: Cindy Doherty, Director
Academic Personnel

Re: PPS freeze on Academic Employees

As recently announced, a 2% salary increase for non-represented academic employees took place effective July 1, 2013. Processing for the increase **will be done centrally by the Academic Personnel and Payroll offices**. To facilitate this processing, a PPS freeze will be in place for non-represented academic employees effective the close of business Monday, July 15, 2013. Please do not perform online PPS transactions for any non-represented academic employees after 5:00 p.m. Monday, July 15.

We expect the freeze to be in place for approximately three or four days. You will be informed when the salary increase processing is complete and the freeze is lifted.

Please direct any questions regarding the range adjustment to my attention at Cindy.Doherty@ap.ucsb.edu

Thank you for your patience.