



# ACADEMIC PERSONNEL

## UNIVERSITY OF CALIFORNIA, SANTA BARBARA

---

September 10, 2015

To: All Business Officers and PPS List (Via SBADM-L, and PPS-L)

From: Cindy Doherty, Director  
Academic Personnel

Re: PPS freeze for Academic Employees

As previously announced, a number of salary increase programs for academic employees have been approved. Details of the various plans were outlined in an email dated August 19, 2015 (available on the Academic Personnel web site: <https://ap.ucsb.edu/> ) Processing of the increase, including retroactive pay for increases effective July 1, 2015 **will be done centrally by the Academic Personnel and Payroll offices**. To facilitate this processing, a PPS freeze will be in place for all impacted academic employees effective the close of business Wednesday, September 16, 2015. Please do not perform online PPS transactions for any impacted academic employees after 5:00 p.m. Wednesday, September 16. A reminder will be sent to PPS preparers on September 16.

Impacted employees include all academic employees **except**:

- Postdoctoral Scholar: contract negotiations ongoing.
- Graduate Student Researchers (GSR): consultation regarding increase on-going at Office of the President.
- Represented Librarians: per contractual obligation, salaries are to be adjusted as part of the regular merit review process.
- Visiting and recall appointments: Not subject to the range

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 and the new salary scales will be posted at that time. We understand that fall hiring is underway, particularly for graduate student employees and apologize in advance for any difficulty the timing of the processing may cause.

Thank you for your patience.