



Fall 2020: HR Action Pause

As you are aware, Interim UNC System President Bill Roper called for a suspension of all non-essential human resources actions in order to focus on the University's COVID-19 response. This suspension (referred to as an HR Action Pause) was effective March 24, 2020 and is still in place.

As a reminder, the primary purpose of the HR Action Pause was to limit financial commitments tied to human resource actions to only those necessary to continue essential operations needed during the pandemic. The following were identified as possible exceptions to the Pause:

- Actions necessary to support COVID-19 response, including any healthcare or clinical operations
- Actions necessary to support or augment other clearly essential University operations, as identified by the Chancellor, which cannot be delayed
- Actions mandated by law or policy, including those to meet critical compliance obligations, without ability to delay
- Actions required by existing employment contracts, without ability to delay

As we begin an academic year that will be very different from any we have known in the past, it is imperative that we continue to protect our future by closely considering any human resource action that has a financial impact. This includes salary increases, new hires, creation of new positions, promotions, reallocations, additional payments, reappointments, labor market/equity adjustments, and any other action that includes an adjustment to salary. Faculty promotions and related promotional increases per the University's tenure code and related procedure may continue to be processed. Before submitting any other action for review, the above guidelines need to be considered and a thorough justification as to why the action should be an exception must be documented on the request.

We will be jointly reviewing any submitted action, from all funding sources, prior to the action being implemented. This includes any action currently in progress. We realize that all positions are necessary and contribute to the overall success of the University. However, we ask for your cooperation in submitting only those actions that you can justify as meeting one of the above exceptions and are truly required during this period as we continue to modify our operations and campus in response to COVID. Like you, we also look forward to the time when we can begin to resume more traditional operations and we also want to be in the best position possible to address challenges we expect to face from the impact of COVID.

Please contact Jeanne Madorin (j_madori@uncg.edu) in Human Resources for guidance on staff positions and Andrea Whitley (arwhitle@uncg.edu) for guidance on faculty positions.

Thank you,

Jim Coleman
Provost

Bob Shea
Vice Chancellor for Finance and Administration



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