



University of California, Merced  
5200 N. Lake Road  
Merced, CA 95343

September 7, 2018

**VICE CHANCELLOR AND CHIEF FINANCIAL OFFICER**

RE: Delegation of Authority (DA) – Appointments, Promotions, Demotions, Dismissals, and Compensation of Certain Staff Personnel (Presidential DA 2087, PPSM 30 and PPSM 34)

On September 15, 1997, the President delegated authority to Chancellors within their areas of jurisdiction and with appropriate restrictions regarding appointments, promotions, demotions, dismissals, and compensation of certain staff personnel.

- Personnel Policy for Staff Members (PPSM) 30 sets forth provisions related to compensation
- PPSM 34 sets forth provisions related to incentive awards

Effective immediately, as Chancellor and pursuant to the authority delegated to me by the President, I delegate the following to you within your area of responsibility:

- Authorization to appoint, promote, demote, and dismiss staff employees
  - All actions shall follow the “one-step-up” rule where supervisors must consult their supervisor before approving an action for an employee that directly reports to them.
  - Establish local salary ranges in accordance with prevailing market practices up to the maximum grade of the Managers and Senior Professionals salary ranges
  - Distribute range adjustment funding in accordance with University wide guidelines and within annual funding parameters.
  - Establish trainee rates below the minimum of the range for the appropriate staff classifications.
  - Determine eligibility for merit and annual salary increases,
  - Approve administrative stipends more than one year in duration.
  - Approve salary increases exceeding 25 percent for Professional and Support Staff and Managers and Senior Professionals.
- Source of Authority: **Presidential DA 2087, PPSM 30 and PPSM 34.**
- This authority may be re-delegated only to specific designees.

This Delegation supersedes the associated delegation in UC Merced DA 047.

Sincerely,

Dorothy Leland  
Chancellor

cc: Director of Policy and Accountability, Sheryl Ireland



**NOTE: All compensation-related authorities have been superseded by the revised PPSM 30**

OFFICE OF THE PRESIDENT

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September 15, 1997

CHANCELLORS

LABORATORY DIRECTORS

SENIOR VICE PRESIDENT--BUSINESS AND FINANCE

VICE PRESIDENT--AGRICULTURE AND NATURAL RESOURCES

**Delegation of Authority--Appointments, Promotions, Demotions, Dismissals, and Compensation of Certain Staff Personnel**

Section 101.1 of the Standing Orders of The Regents, Employment Status, provides that:

\* \* \*

- (c) Appointments, promotions, demotions, and dismissals of all faculty members and other employees, except as otherwise provided in the Bylaws and Standing Orders, shall be under the jurisdiction of the President of the University, and of the Secretary, Treasurer, and General Counsel of The Regents in their respective areas of responsibility.

\* \* \*

Section 101.2 of the Standing Orders of The Regents, Compensation, provides that:

\* \* \*

- (c) Compensation of other employees except as otherwise provided in the Bylaws and Standing Orders of The Regents shall be under the jurisdiction of the President of the University and of the Secretary, Treasurer, and General Counsel of The Regents in their respective areas of responsibility.

\* \* \*

Accordingly, except for Officers of the University as defined in Standing Order 100.1(a), the President is delegated the authority to appoint, promote, demote, and dismiss staff employees, and to determine compensation for staff employees up to the Regental threshold in accordance with Section 101.2(a) of the Standing Orders.

Effective July 1, 1996, the authority to appoint, promote, demote, and dismiss staff

employees is delegated to each of you for Professional/Support Staff and Managers/Senior Professional employees under your jurisdiction. In accordance with Staff Policies 30 and 34, you are also authorized to:

- establish local salary ranges in accordance with prevailing market practices up to the maximum of Grade VI (or Grade VII for health care titles) of the Managers and Senior Professionals salary range;
- distribute range adjustment funding in accordance with Universitywide guidelines and within annual funding parameters;
- establish trainee rates below the minimum of the range for the appropriate staff classifications;
- determine eligibility for six-month, casual, and annual salary increases;
- adjust salaries upon promotion, upward reclassification, demotion, or downward reclassification;
- approve administrative stipends for temporary assignments not to exceed the maximum salary of the higher level position when added to the base salary pursuant to Staff Policy 30.J, Administrative Stipend for Temporary Assignments;
- determine when meal and/or housing perquisites are required and the amount in accordance with prevailing market practices and

Staff Policy 30.K, Perquisites; and

- determine the timing, eligibility criteria, and distribution of local incentive awards consistent with universitywide guidelines.

This delegation is in addition to and does not affect Delegation of Authority 1084 concerning compensation for health care titles. This delegation does not apply to employees in the Police Officer Unit, Healthcare Professionals Unit, or the Research Support Professional Unit until labor contracts have been negotiated and ratified. Application of these authorities to terms and conditions of employment for exclusively represented employees is subject to University approval of collective bargaining parameters. Additionally, any proposed changes in terms and conditions of employment for non-exclusively represented employees are subject to HEERA notice requirements.

Campus implementing procedures shall be promulgated and copies forwarded to the Assistant Vice President--Human Resources.

This delegation supersedes Delegation of Authority 2072, dated August 1, 1996. These authorities may be redelegated only to specific designees, or as expressly provided in University personnel policies. Copies of such redelegations should be provided to the Assistant Vice President--Human Resources and the Special Assistant--Coordination & Review.

Sincerely,

Richard C. Atkinson  
President

cc: Members, President's Cabinet  
Assistant Vice President Levin  
Special Assistant Gardner  
Principal Officers of The Regents