



OFFICE OF THE ADMINISTRATIVE VICE CHANCELLOR
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November 4, 2008

DA 620.07

ASSOCIATE VICE CHANCELLOR LUBBE LEVIN, CAMPUS HUMAN RESOURCES

Delegation of Authority – Classification Authority for Professional/Support Staff Positions and Manager/Senior Professional Positions

References: (a) UC Personnel Policies for Staff Members (PPSM), Policy 36 – Classification of Positions, December 1, 2005;

(b) UC DA 2075 to Chancellors, et al., dated August 1, 1996.


Supersedes: UCLA DA 620.03 (Classification Authority for Professional/Support Staff Positions and Manager/Senior Professional Positions), to Assistant Vice Chancellor Levin, dated July 12, 2002.

Effective as of the date above, I hereby delegate to you, in your area of responsibility, the authority to:

1. establish methodologies for evaluation and classification of positions;
2. assign positions to salary ranges;
3. establish and revise class specifications and classification standards;
4. approve the allocation of positions to classes with class specifications and also for which class specifications have not yet been determined; and
5. grant individual classification exceptions to class specifications.

This classification authority applies to Professional/Support Staff positions and Manager/Senior Professional positions. Budgetary support for classification actions shall be provided from authorized budgets under your jurisdiction. Copies of local implementing procedures shall be forwarded to the Associate Vice President – Human Resources and Benefits.

Any redelegation must be in writing with copies to me and those listed below.


Sam J. Morabito
Administrative Vice Chancellor

cc: Chancellor
Executive Vice Chancellor & Provost
Executive Vice President – Business Operations
Associate Vice President – Human Resources and Benefits
Universitywide Policy Coordinator
Manager, Administrative Policies & Delegations