




UNM

Office of the President

Date: September 21, 2016

To: UNM Campus Community

From: Robert G. Frank, President 

Subject: Moratorium on Main and Branch Campus Hiring Actions

Effective immediately, we have imposed a moratorium at UNM on new or replacement hires for regular and temporary positions. This moratorium will be in effect for at least the next six months. At that time, we will evaluate the University's fiscal situation and determine if any changes or modifications to this moratorium are necessary. We believe the shortfall in the State's current budget, with the projection of further cuts in FY18, make it imperative that we remain fiscally prudent to address reduced funding in the current year while minimizing impact to the core missions of the institution.

To accomplish this, effective September 21, 2016, the Office of Planning, Budget, and Analysis will freeze all vacant staff positions that are not currently posted. This moratorium includes all staff positions regardless of funding source for the Main and Branch Campuses. Faculty hiring actions are separately monitored through the Office of Faculty & Service (OFAS). Further guidance will be provided separately for any changes to faculty hiring, which we expect to also be significantly curtailed.

The Division of Human Resources will be sending out additional information regarding the moratorium. The current Hiring Review Process will be modified to evaluate requests for waivers to this moratorium. Please note that while waiver requests will be accepted and considered, they will be limited to those critical to the mission of the university. All waivers will be scrutinized to ensure they are mission critical positions and that no restructuring opportunities exist to perform the required functions. All financial savings associated with this moratorium will be swept centrally to offset anticipated current year budget reductions.

It is not our intention for this moratorium to interfere with current or future reorganizations and restructurings across campus, including the reorganization of information technology services or the administrative function review being conducted by AON. Our goal is to work collectively to create a process that will allow UNM to recapture salary budgets in vacant positions that can be used to help offset anticipated mid-year and recurring appropriation reductions from the State.