

7. Programmatic justification for the position and relationship to strategic goals:

8. Director's Signature: _____ Date: _____

Vice Chancellor for Finance & Operations: _____ Date: _____

Vice Chancellor of Academic Affairs: _____ Date: _____

Chancellor: _____ Date: _____

Please continue to page 3 to complete the WSU Vancouver Hiring Freeze Justification.

April 2020 WSU Vancouver Hiring Freeze Justification

Position Title:

Position Number:

Requesting Manager/Director:

Understand that there will likely be financial impacts from the COVID-19 pandemic. Proceeding with hiring reduces your flexibility with subsequent and currently unknown budget reductions. Given this uncertainty, your completion of this form documents your understanding and interest in proceeding with this faculty or staff recruitment process.

- Mission-critical means if a position is not filled, it will cause a failure or significant damage to the system/operation/service. Please address:
- Are there other vacancies in the department/college that are related to this work? How long has the position been vacant?
- Is there an ability to use student workers, transfer work assignments to others or other resources to accomplish some of the job duties?
- To what extent does this position serve students?
- Other considerations you would like to share.