Frequently Asked Questions Regarding
Supervisory Titles for Non-Represented Employees

Q. How do we handle a situation where an individual supervises only one person and therefore does not meet the supervisor criteria, but that one person supervises many people?

A. Because the individual's span of influence is broad, covering programs and individuals, it is likely that they will be considered supervisors. However, these will be looked at on a case-by-case basis. It is recommended that you call your HR Consultant for assistance.

Q. How is the exempt/non-exempt status going to be determined for the new supervisory titles?

A. The approach being taken is to set the exemption status at the title code level based upon the predominate status of other titles in the related series. For example, for the Administrative Analyst Series, the Senior and Principal I/II levels are exempt; therefore, the related supervisory title will be designated as exempt. However, for the Administrative Specialist title, the related supervisory title will be non-exempt.

Q. Aren't there Programmer/Analysts who are supervisors? They are not on the list of titles.

A. The system already includes supervisory titles for Programmer/Analysts.

Q. The issue that I see will be that the people in these new supervisory titles will "lose" part of their titles, i.e., Senior Analysts will become Analyst Supervisors. This may not seem like a big deal to those who proposed this, but it is a big deal to the people who have taken years to attain these titles. Why can't they simply add supervisor to the titles that these staff already have?

A. Several years ago, the Office of the President decided to simplify the classification system in a variety of ways. Some simplification has been achieved through the consolidation of clerical titles and the elimination of unused titles, which has resulted in a significant reduction in the number of titles. Adding a "Supervisor" title to each level in the affected series would contradict UCOP's objective by adding more than 40 new titles.