

Staff Hiring and Salary Adjustment Freeze

Effective July 3, 2025

◇ Purpose

To temporarily suspend hiring and salary adjustment activity as part of a cost-control strategy.

◇ Scope

Applies to all full-time, part-time and temporary **staff positions** across UTA.

◇ Duration

Begins **July 3, 2025** and remains in effect until further notice.

◇ Exceptions

Hiring and salary adjustments may continue only if:

- The role is externally funded (auxiliary, grants, or contracts); written funding verification is required
 - The role is a faculty or student position
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◇ Process

Effective June 16, 2025:

- No new job posting for affected roles will be approved.

Effective July 3, 2025:

- TCE will deactivate affected job postings on all recruiting platforms.
 - Any open affected staff positions without a hiring proposal will be deactivated.
 - No new CCRs requesting a new position, salary adjustment, overallocation, supplemental pay, or other salary increases for affected roles will be approved.
 - Accepted offers with start dates on or after July 3, 2025 will be honored.
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Questions? Contact AskHR@uta.edu

OFFICE OF TALENT, CULTURE, AND ENGAGEMENT

1225 W. Mitchell St. • Wetsel Building, Suite 212 • Arlington, Texas 76019

T 817-272-2554 • uta.edu/hr