



Office of the Chancellor

New Mexico State University System
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DATE: November 4, 2016

TO: NMSU Las Cruces Staff

FROM: Garrey Carruthers, Chancellor

A handwritten signature in blue ink, appearing to be 'Garrey Carruthers', written over a horizontal line.

SUBJECT: **Hold on Staff Personnel Actions**

Due to the overwhelming number of Human Resource Services (HRS) transactions required to meet the December 1, 2016, implementation deadline for the federally mandated changes to FLSA rules, I have authorized a hold on all staff new position requests and reclassification actions, including all fund types, for the next 45 days. Once HRS has completed its work related to FLSA, I will communicate to the campus community when this hold will be lifted. Any emergent acceptations will be handled on a case-by-case basis.

As a caring community, I ask your support of the HRS Team as they work diligently to meet this difficult timeline. Questions regarding staff actions can be addressed to TeamHRS@nmsu.edu.