



Mission Critical and Essential Personnel Definitions

Based on research conducted through the Society for Human Resource Management (SHRM), the College and University Professional Association for Human Resources (CUPA-HR) and a handful of institutions of higher education, UHD has adopted the following definitions:

Mission Critical

Mission Critical refers to vital and essential operational and/or business support activities or assets, which if unavailable, would significantly and negatively impact the University's mission or cause substantial legal, regulatory, financial, or reputational costs to the University.

Essential Personnel

Essential Personnel refers to the group of employees who are critical to the continuation of key operations and services that directly relate to the health, safety, and welfare of the University. Essential personnel ensure continuity of key and mission-critical operations and maintain and protect University property, especially during an emergency or administrative closure. In general, an "essential" employee during a University closing is defined as an employee whose job duties affect the security, safety, or physical operation of the University (including providing services to students).

Essential personnel includes members of the President's Cabinet, UHD police and security officers, and Facilities Management staff.

Special Situations: Situations may arise that require designating individuals to perform crucial specific unit-level needs.