



Berkeley Staff Assembly

Governing Council Meeting

Thursday, September 22, 2016 12:10 to 1:00 PM

Giannini Hall

Meeting Minutes DRAFT

Present: Mark Brindle, Elizabeth Geno, Casey Hennig, Susie Hill, Connie Hsu, Maria Kies, Nina Lewallen Hufford, Montie Magree, Cheryl Olson, Jeanette Robinson, Erin Simmer, Kathleen Valerio, Ion Vergara.

Excused: Suresh Bhat, Camille Fernandez, Rochelle Ford, Wade MacAdam, Carol Rachwald, Betsy Ream, Joanne Straley

I. Chair's announcements

- Elizabeth announced that one of Chair's duties is to serve on the UC Police Review Committee
- Ion announced that the CDC published its first newsletter.
 - ACTION: CDC to include GC members on distribution list

II. Meeting Minutes Review & Approval

- Minutes for last meeting (September 8, 2016) approved
 - Yes: 11
 - Abstain: 3

III. CUCSA Report (Cheryl)

- Cheryl reported out from last CUCSA meeting held at LBNL

- Cheryl's complete report attached to these minutes
- Highlights
 - Work group assignments: Cheryl: Mental Health (work/life balance, stress); Jeanette: Financial Literacy
 - Fidelity Investments offering translation services via telephone
 - UC-wide Wellness Czar appointed, following recommendation of CUCSA
 - OP working on system-wide guidelines for gender transition
- Official meeting summary will be posted on CUCSA website

IV. Update: Chancellor Search

- Elizabeth and Kathleen shared what their current understanding is of revised process.
- Two presenters (Zack Phillips from CSAC and Rebecca Ulrich from BSFO) will represent staff concerns but up to ten other staff members will be present to answer questions.
 - Each presenter is submitting a one-page summary to the committee.
 - Verbal presentations only.
- Search advisory committee members announced.
<http://universityofcalifornia.edu/press-room/advisory-committee-named-uc-berkeley-chancellor-search-0>

V. Events Committee Update (Connie & Erin)

- Leadership Roundtable will be held on Thursday, Nov. 10 at 10:30 a.m.
 - 90 mins
 - Participants: Carol Christ, Rosemarie Rae, Peggy Huston, Scott Bidy
 - Still looking for moderator
- Staff Engagement event will take place in January (or early spring semester)
 - Topics could be drawn from engagement survey, such as continuing education for managers, organizational change, staff recognition.
 - Meeting will be streamed.
 - Discussion of outreach (Cal message) and possible press release
 - Accommodations: Can video be captioned? Can we have ASL translator?
 - ACTION: Mark to look into getting an ASL translator
 - ACTION: email your ideas for topics to the committee

- ACTION: Kathleen to create word cloud from survey to see what ideas come to surface. [update: word clouds shared on Sept. 30: <https://docs.google.com/document/d/1ZYJ1Spuyb81bEiXZX3QJldtGoMALwLDwiti4L-4OiGk/edit>]

VI. Progress on Staff with Disabilities Committee (Mark)

- DOJ is coming down hard on campus for inaccessible course materials for students. [Allegations in Aug 30 letter that campus was in violation of Title II of ADA since some online course content not accessible.] (<http://www.dailycal.org/2016/09/19/departments-of-justice-alleges-campus-in-violation-of-americans-with-disabilities-act/>)
- Development of the committee progressing.
 - More people getting on board.
 - Meeting with Jeannine Raymond to discuss sponsorship will be held soon.
 - Outreach to CSS
 - Trying to identify Federal funding sources for accommodating staff with disabilities
 - Need for research, awareness, education for all staff.

Meeting adjourned at 1 p.m.

Minutes submitted by Nina Lewallen Hufford

Council of UC Staff Assemblies (CUCSA) Quarterly Meeting Hosted by Berkeley Lab September 7-9, 2016

BSA Update

Speaker presentations and meeting summary expected to be posted on CUCSA website this week (not there yet)

Workgroup Assignments

- Jeanette: Financial and Retirement Literacy and Awareness
- Cheryl: Mental Health, Stress and Work-Life Balance

CUCSA business

- At meeting with CUCSA leadership, President Napolitano advised she is looking at ways to get staff engaged and recognized for their contributions
- John Steele (UCSC) and Amanda Chavez (UCSD) will be CUCSA reps on the Paid Family Leave workgroup
- Computerworld.com recent article regarding tech workers being laid off at UCSF due to functions be outsourced to India; article speculates outsourcing agreement could be eventually leveraged across system.
- Campus updates available on cucsa.ucr.edu

Speaker Highlights

Ramamoorthy Ramesh (Ramesh), Associate Laboratory Director - Energy Technologies (LBNL)/ Professor – Dept. of Material Sciences and Engineering (UCB)

- Provided overview of the Lab and background of work being done by Energies Technologies

Vera Potapenko, Chief Human Resources Officer and Diversity Officer (LBNL)

- Discussed manager accountability/responsibilities

Cindy Simmons, Associate Director, UC Center Sacramento

- Provided overview of their program (circulate brochures)
- Thursday speaker series
 - Public lectures by UC faculty on a variety of public policy issues
 - Open to the public (must register)
 - Frequently attended by California lawmakers
 - Some past recorded events available on website but working with new vendor to make future events available online

Pamela Brown, Vice President of Institutional Research and Academic Planning, (UCOP)

- Availability of data overview to inform workgroup reports

- Universityofcalifornia.edu/infocenter

Hyun Swanson, Manager, Benefits Education, (UCOP)

Matt Newton, Vice President, Workplace Regional Manager, Fidelity

- Provided overview of services offered through Fidelity
- Fidelity primary education/counseling source for retirement/savings
- Translation services available in Spanish for both in-person and telephone counseling, 100+ languages also available via telephone (5 am- 6 pm); employee just needs to call the Fidelity number, let them know they need assistance and they will conference in their service provider.

Glenda Humiston, Vice President, Agriculture and Natural Resources

- Provided overview of ANR programs

LaWana Richmond, Staff Advisor to the Regents, Senior Business Analyst, Business & Financial Services (UCSD)

Jason Valdry, Staff Advisor to the Regents Designate, Director of Technology Services, Claire Trevor School of the Arts (UCI)

- Regental items being discussed
- Debt policy
- Targeted funds (UC Pathway) management change for voluntary plans from in-house to out-source due to below-average returns
- Honorary degrees policy
- Changes to Fiat Lux insurance (how invested)
- If interested in becoming staff advisor, application process will start in January

Blake Simmons, PhD, Division Director, Biological Systems and Engineering Division, (LBNL)

- Provided overview of his division

Dwaine Duckett, Vice President Systemwide Human Resources , (UCOP)

- Appointed Wellness Czar for UC (Rochelle's workgroup recommendation from last year)
- Views wellness as a 3-legged stool
- Physical well being
- Mental health (e.g., flexible schedule, stress management)
- Financial health (current and future)
- All 3 aspects are interrelated
- Recommendation that each location have at least one wellness coordinator; not likely to happen so discussed how to ensure coverage at all locations

Terry Barton, Director Systemwide Staff, Development Programs, (UCOP)

- Provided overview of new UC Systemwide People Management Series and Certificate (circulate handout)
- Consists of core and elective courses

- Participation strongly encouraged but not mandatory for managers/supervisors
- Training & Development managers at each location currently determining elective courses they will offer
- Certificate partially in response to Staff Engagement Survey and CUCSA requests for supervisor training
- Several Lynda.com course are currently available for free through UC Learning Center
- Several KEYS courses will be considered as alternatives to core courses; will receive credit if took prior to certificate rollout
- Anyone can take courses but only managers, MDP grads and UC-CORO grads will be able to attend annual conference
- Would like local staff assemblies to promote courses (e.g., pick one course and facilitate a post-completion discussion)
- Certificate will be rolled out at all campuses by early November 2016

Lady Idos, Senior Diversity and Inclusion Analyst (LBNL)

- Recipient last year of CUCSA's outstanding staff award
- Discussed diversity and inclusion
- "Diversity is inviting people to the party, inclusion is asking them to dance"
- Workplace Gender Transition Guidelines
 - Developed by their office; first one for UC and DOE
 - Available at diversity.lbl.gov
 - Shared with system (e.g., campus diversity officers and CHROs)
 - UCOP taking lead in developing campus guidelines which will be forwarded to UC systemwide to assist with developing UC guidelines

Activities

- Science stations (distribute promotional materials)
- NERSC (supercomputing) Center Tour
- Wellness Brainstorm Activity
- Formed teams and came up with ideas on how CUCSA/staff assemblies can promote wellness systemwide (e.g., systemwide programs/challenges similar to UCB Energize to Be Well currently taking place on multiple campuses, 5K Runs with President Napolitano)