



August 29, 2008

Chancellor Henry T. Yang
University of California, Santa Barbara
5221 Cheadle Hall
Santa Barbara, CA 93106-2030

Dear Chancellor Yang,

The Chancellor's Staff Advisory Council (CSAC) is pleased to provide this report summarizing the achievements we have made and our recommendations on the key issues our subcommittees have researched throughout the year. CSAC has remained committed to ensuring staff involvement in campus planning decisions, highlighted by the formation of the Staff Housing Workgroup, a collaborative effort representing four staff groups on campus. We also coordinated more closely with the other staff groups to organize another successful Staff Celebration Week.

The *2007-2008 Annual Report* is intended to provide you with an assessment of the staff issues the Council addressed this year. If we can be of additional service to you or the campus, please feel free to contact us. Thank you for your ongoing support of UCSB Staff.

Sincerely,

Dorothy Satomi

Co-Chair, Chancellor's Staff Advisory Council, 2007-08
Office of the Executive Vice Chancellor

Laurel Wilder

Co-Chair, Chancellor's Staff Advisory Council, 2007-08
Budget & Planning

Justin Mathena

Interim Co-Chair, Chancellor's Staff Advisory Council, 2007-08
Library

Christine Griffin

Co-Chair-elect, Chancellor's Staff Advisory Council, 2008-09
Office of the Vice Chancellor, Administrative Services

Shasta Delp

Co-Chair-elect, Chancellor's Staff Advisory Council, 2008-09
Academic Senate

Chancellor's Staff Advisory Council (CSAC) Executive Summary 2007-2008

The Chancellor's Staff Advisory Council (CSAC) was very active during 2007-2008, focusing on our subcommittee work to actively research and identify issues of concern to staff. We successfully implemented our new structure, assigning three ad hoc subcommittees to address Work/Life issues, Professional Development, and Staff Housing. Our standing subcommittees continued to proficiently carry out their charges, as well.

The council implemented several new changes this year:

- The leaders of CSAC, Staff Assembly, Academic Business Officers Group, and the Professional Women's Association met quarterly in order to increase collaboration among the staff groups on campus. The purpose was to coordinate a united effort in tackling staff issues and to promote and distinguish all of the staff groups during Staff Celebration Week.
- Monthly CSAC meetings now include a report to the council made by representatives that CSAC nominated to serve on outside campus committees. This helps keep council members current on the various issues facing the campus.
- The Staff Issues subcommittee was charged with recommending guest speakers for our monthly meetings, as well as providing the speakers with topic areas relevant to the goals of the council in advance. This has helped focus the information we receive from speakers on the issues the council has identified as important to staff.
- An Orientation meeting was held at the beginning of the year to introduce the new members to the purpose and operation of CSAC. New members were able to begin their service on the council with a better understanding of CSAC's goals and expectations.
- Members of CSAC were instrumental in the formation of the collaborative Staff Housing Workgroup. This group has conducted a tremendous amount of work and has had a dramatic impact on the status of staff in addressing the challenge of employee housing that is facing the campus.

The following is a summary of the accomplishments that CSAC has made during the 2007-2008 academic year and the recommendations to the campus that have resulted from the work of our subcommittees.

Staff Issues Committee

The committee started the year charged with actively researching and identifying key staff issues requiring further investigation and advising. The group presented a list of issues to CSAC; the issues with the most interest and greatest number of votes were Work/Life and Professional Development. Ad Hoc committees were created to further delve into these issues. The committee was also asked to recommend relevant speakers and provide questions to guide the presentations that speakers made to CSAC. *The committee recommends setting clearer goals earlier in the process to provide better clarification to members and further hone the issues that CSAC will stand behind.*

Nominations Committee

CSAC continues to serve as the primary facilitator for staff appointments to campus committees, including employment search committees and administrative evaluation committees. During the course

of the year, over a dozen committee recommendations were made including four search committees. *The committee recommends that available positions as well as current assignments be incorporated into the CSAC website to better publicize these opportunities to staff. The committee also suggests that select committees may be good training ground for staff members who would like an opportunity for career development. Therefore the committee recommends that in the future, committees asking for representation consider such a position, where appropriate, as a second non-voting staff position. Lastly, the committee recommends that a new method of email distribution be pursued in the coming year.*

Website Committee

The web committee was charged with updating the current CSAC website. The committee worked to redesign the style and layout of the old site, both to enhance the site's visibility on campus, and to make the site more user friendly. The biggest changes involved making it possible for the Co-Chairs to administer the content of the site without the aide of a programmer. The site also now has a 'comments and feedback section' to make it easier for all staff members to contact CSAC with feedback, questions, or concerns. *The committee recommends the 2008/09 web committee work with the nominations committee to add a nominations section for staff nominations to campus committees to the web site.*

Staff Celebration Barbecue Committee

Staff Celebration Week was held May 5 through May 9 and was a great success due to the collaboration of the four staff groups (CSAC, Professional Women's Association, Academic Business Officers Group, and Staff Assembly). Many tours and events were held with the Chancellor's Staff Celebration Barbeque capping off the week on Friday, May 9. New this year was a Save the Date announcement distributed in winter quarter to get staff excited about the upcoming events. *The committee suggests sending a call out campus-wide offering departments a chance to offer tours or events; this would allow for a more diverse selection available for staff. Merchandise for staff should also be looked into in the coming year. The committee humbly recommends that consideration be given to a new caterer for next year's barbeque. Given the number of complaints regarding the temperature and quality of the food, it would be worth pursuing other caterers and menu options in the future.* The committee looks forward to keeping Staff Celebration Week fresh and exciting and continuing the collaboration with all four staff groups.

Orientation Committee

In its first year, the committee worked closely with the Co-Chairs to establish an orientation program for new members. Prior to the first meeting of the year and the Annual Chancellor's Kick-Off Luncheon, a meeting was held for incoming members detailing CSAC's goals and expectations for the year. Continuing members were also invited to attend to lend their expertise. Mentors were identified as additional resources for new members to approach with questions. *The committee recommends continuing the orientation program as many new members felt this was a valuable experience.*

Staff Housing Work Group

The Staff Housing Work Group is a unique cooperation among the four major staff interest groups on campus; CSAC, Professional Women's Association, Academic Business Officers Group, and Staff Assembly. The group spent the last year working to help inform UCSB staff about upcoming plans for staff housing, and to offer research, input, and advice to the two staff representatives on the Chancellor's Faculty/Staff Housing Committee. The Work Group attended numerous departmental town halls, gathering research and opinion data through round table discussions and surveys. The group also organized a discussion panel town hall during Staff Celebration Week, giving the staff the chance to get information on the future of staff housing. *Based on its research, the committee recommends the following: That staff housing projects be linked directly to increases in assignable square feet and enrollment; that rental rates on staff housing projects be placed within the reach of the majority of staff; that a random lottery would be preferable to any sort of priority system in allocating housing; and that housing is a real and immediate problem that needs to be addressed in all haste.* The Staff Housing Work Group intends to continue to cooperate with the campus and to advance the interests of staff until staff/workforce housing is no longer an issue.

Work/Life Ad Hoc Staff Issues Committee

The committee worked on several issues during the course of the year. One of the major tasks was to research the current work/life benefits on campus and identify ways in which CSAC could be an advocate for the Work/Life office. Toward the end of the year, the Work/Life Coordinator left campus for another position. While many of the tasks will be overseen on an interim basis by the current Training Analyst who will devote 50% of her time to work/life efforts, Human Resources has also taken some of the duties and reassigned them to others within the department. *The committee strongly recommends the establishment of a Work/Life Advisory committee comprised of staff and faculty. Additionally, the committee firmly believes that the Coordinator position merits the Chancellor's continued support of a full 1.00 FTE and recommends that .50 FTE return to the Work/Life position.* An ad hoc committee within CSAC should be formed to continue this work into 2008-09 including exploring the feasibility of additional counseling services for faculty and staff on campus.

Wendy Nishikawa began the processes of starting a Farmer's Market on campus in 2007. She reported her progress to CSAC just before she resigned as the Work/Life Coordinator. Wendy reported enthusiasm on the part of the Farmer's Market board, and took appropriate measures to discuss liability and other related legal and policy issues with Business Services. CSAC has now taken initiative to follow through on the goal of having a Farmer's Market on campus. *The committee recommends that work on this initiative continue, with various campus entities, in order to move the project forward.*

Professional Development Ad Hoc Staff Issues Committee

The Professional Development Committee met with Human Resources Training Analyst Melissa Bergem on a semi-regular basis, discussing existing training programs and opportunities and how those programs could be expanded or improved. Comparative research was performed to determine what programs and opportunities were offered at other institutions, and how they compared to those offered on campus. However, the committee decided that more data needs to be gathered to pinpoint the needs and concerns of staff on campus, and assisted in the creation of a survey aimed at gathering this information. This survey will likely be conducted in the next year. *The committee recommends that*

education and advertisement of the training certificate programs be expanded; that fee structures be reexamined with an eye toward reduction; and that the Dilling Yang scholarship be expanded to cover off campus training.

Symphony Ad Hoc Committee

For the second consecutive year, the Symphony Committee organized a reception by the Santa Barbara Symphony in recognition of UCSB Staff. The reception was held at the Arlington Theatre in downtown Santa Barbara, where staff were treated to a narrated rehearsal of the Santa Barbara Symphony. Costs for the affair were defrayed thanks to generous contributions from departments throughout campus. During this year's reception, the Santa Barbara Symphony expressed a desire to make the Symphony Reception Honoring UCSB staff a permanent annual event- an idea the committee wholeheartedly supports.

Party School Image

In response to the Chancellor's call for input on the issue of the University's "party school image", several members of the Council met to discuss the problem. Research was performed into the presentation of the University in the media, members gathering information from a number of sources. Crime statistics relating to the last few years of Halloween activity were also gathered. Members feel that more work needs to be done before the Council can release an official recommendation; however, members did feel that the bulk of the problem is endemic to Isla Vista, and may well improve with the implementation of the IV Master Plan.

In Conclusion

Over the 2007-08 term, CSAC made great strides in identifying and beginning to address key issues of importance to UCSB staff. CSAC's continued commitment to these issues throughout the next term will be critical, as will increased cooperation between the staff groups with the aim of leveraging our collective motivation and optimizing our efforts with respect to staff issues. We expect that issues such as Staff Housing, Work/Life, and Professional Development will only continue to grow in importance during these lean budget times and as the staff population increases to accommodate growing student enrollments. Additional areas of interest for the 2008-09 term include increasing the visibility of staff issues, encouraging broader staff involvement in the campus community, staff salaries, and succession planning.

**REPORT TO THE CHANCELLOR
FROM THE CHANCELLOR'S STAFF ADVISORY COUNCIL (CSAC)
2007-2008**

CSAC Membership 2007-08

Arlene Allen, Information Systems & Computing
Barbara Byrge, College of Engineering
Milinda Cuellar, Mail Services
Shasta Delp, Academic Senate
Cecilia Gomez, Governmental Relations
Christine Griffin, Office of the Vice Chancellor, Administrative Services
Jack Harris, Music
Robin Logue Rogers, College of Letters and Science
Justin Mathena, Library
Margaret McMurtrey, French & Italian
Lupe Navarro-Garcia, Campus Learning Assistance Services
Khixaan Obioma-Sakhu, Transportation and Parking Services
Elizabeth Rogers, Human Resources
Eve Rothfarb, Office of the Registrar
Alx Sanchez, Instructional Computing
Dorothy Satomi, Office of the Executive Vice Chancellor
Kori Soltz, Housing and Residential Services
JoAnn Trento, Office of the Registrar
Kathy Upton, Academic Personnel
Laurel Wilder, Budget and Planning

David Dunlop, Staff Assembly Representative; Disabled Students Program
Kevin McCauley, Chancellor's Office Representative

CSAC Guest Speakers 2007-08

- September 24: Chancellor Henry Yang, Chancellor's Annual Kick-Off Luncheon
- October 11: Staff Assembly Co-Chairs Val de Veyra and Kim Summerfield
- November 8: Executive Vice Chancellor Gene Lucas and Associate Vice Chancellor for Campus Design & Facilities Marc Fisher, *UCSB Vision 2025: Long Range Development Plan*
- December 13: Ryan Schauland, *Campus Sustainability Plan*
- January 10: Human Resources Training Analyst Melissa Bergem
- February 14: Work/Life Coordinator Wendy Nishikawa
- March 13: Human Resources Director Cynthia Cronk
- June 12: Whistleblower Coordinator/Disability Compliance Office Farfalla Borah, *UC Staff Diversity Council*
- July 10: Assistant Chancellor for Budget & Planning Todd Lee
- August 14: Campus Sustainability Coordinator Jill Richardson, *Recyclemania*

**REPORT TO THE CHANCELLOR
FROM THE NOMINATIONS COMMITTEE
2007-2008**

The Nominations Committee received and responded to the following:

October, 2007
Western Association of Schools and Colleges Accreditation (WASC)
Staff representative recommended, selected and accepted: Mary Jacobson
Campus Planning Committee (CPC)
Staff representative recommended: Margaret McMurtrey
Events Center Governance Board (ECGB)
Staff representative recommended, selected and accepted: Daniel Mann
November, 2007
Executive Director of Academic Preparation
Staff representative recommended: Terri Coleman
Search Committee Audit and Advisory Services
Staff representative recommended, selected and accepted: Sandra Featherson
December, 2007
Dean Marshall Advisory Committee
Staff representative selected and accepted: Linda Flegal
January, 2008
Search Committee for the Director of Intercollegiate Athletics
Staff representative recommended, selected and accepted: Amy Jacobs
February, 2008
Search Advisory Committee for Bren School Dean
Staff representative recommended, selected and accepted: Mo Lovegreen
April, 2008
Campus Committee for Sustainability
CSAC received a record high 17 nominations for this committee. CSAC forwarded all 17 names to Donna Carpenter, with a recommendation that the committee consider adding a position that could be considered a mentor position. No individual recommendation was given. No staff representative has yet been chosen.
Search Committee for Dean of Letters & Science
Staff representative selected and accepted: Candace Stevenson
May, 2008
Parking Ratepayers Board (PRB) 3-year position
It was learned after calls for nomination went out that eligibility for Board representation is that

the representative must be a permit holder. The staff representative recommended for the three-year position, Beverly Bavaro, is not a permit holder. Beverly withdrew her nomination for PRB. Staff representative recommended and selected for three-year term: Victoria Wing
Parking Ratepayers Board (PRB) one-year position
Staff representative recommended, selected, and accepted: Sandra Featherson
Transportation Alternatives Board
We offered Beverly Bavaro the option to switch her nomination from PRB to TAB. She withdrew her application from PRB and accepted inclusion for nomination for TAB.
Staff representative recommended and selected: Beverly Bavaro
June, 2008
Design Review Committee (DRC)
Call for Nominations sent to staff

Legend:

- Staff representative recommended, selected and accepted
- Staff representative recommended
- Staff representative selected and accepted (not the candidate recommended by CSAC)
- Staff representative recommended and selected (not yet accepted)
- No staff recommendation by CSAC

RECOMMENDATIONS

1. The Nominations Committee did not receive timely feedback on committee selections. We therefore did not notify applicants that did not get selected. Our recommendation is to put in place a procedure to ensure all applicants timely notification of their status.
2. We recommend posting committee assignments on the CSAC website.
3. We recommend posting committee availabilities on the CSAC website, in addition to email calls for nominations.
4. The Nominations Committee was interested in suggesting that select committees may be good training ground for a staff member who would like an opportunity for career development. Our recommendation is that the Chancellor consider such a position, where appropriate, as a second staff position. That appointment could be a limited appointment, in the sense of not having a vote.
5. Finally, while the Nominations Committee updated the CSAC listserv to mirror the d-list, we would recommend that the CSAC listserv be replaced by a request to Arlene Allen to mass email all full time staff.

MEMBERSHIP

Eve Rothfarb, Chair

**REPORT TO THE CHANCELLOR
FROM THE WEBSITE COMMITTEE
2007-2008**

In the 2007/08 term the web committee was charged with updating the current CSAC website. The committee worked to redesign the style and layout of the old site; to both enhance the site's visibility on campus, and make the site more user friendly to both CSAC members and other members of the campus community. We established a deadline of April 2008; our goal was to have the new site up and running before Staff Celebration week.

The biggest change to the site was making the site more user friendly for the co-chairs to upload minutes, agendas, and reports to the website on their own, rather than asking the voluntary programmer to do these minimal monthly updates for the Council. The site also now has a 'comments and feedback section' to make it easier for all staff members to contact CSAC with feedback, questions, or concerns. This addition is vital to the Council's goal of being more involved with campus-wide staff issues, and becoming a stronger voice for all staff.

The new website can be found at: <http://csac.ucsb.edu/index.cfm>

RESEARCH AND RECOMMENDATIONS

This committee is not an issue based committee, and the work did not involve researching staff issues. The research completed involved looking at other campus websites for inspiration in remodeling the site. The committee also researched several recommendations from the 2006/07 web committee; including a portal to submit feedback to the Council, and a recommendation the committee chose not pursue, to create a feedback form to the Chancellor's Office similar to the Office of the President's feedback submittal form.

GOALS FOR THE FUTURE

The committee recommends the 2008/09 web committee work with the nominations committee to add a nominations section for staff nominations to campus committees to the web site. We believe this addition will further enhance the CSAC website, and make the nominations process easier for both the nominations committee, and all parties involved with nominations.

The web committee would like to thank Andy Satomi for his help and guidance redesigning the website, his work was valuable and greatly appreciated.

MEMBERSHIP

Christine Griffin, Chair
Shasta Delp, Member

**REPORT TO THE CHANCELLOR
FROM THE STAFF CELEBRATION BARBEQUE COMMITTEE
2007-2008**

Staff Celebration Week, held May 5 through May 9, 2008, proved to be a great success due to the collaboration of the four staff groups, CSAC, Staff Assembly, ABOG, and PWA. Many tours and events were available to staff such as the Birds of Prey, Music Bowl Concerts, Touch Tank, Glass blowing, the Town Hall meeting, the PWA Conference, and the well attended Symphony Rehearsal which was a prelude to the start of Staff Celebration Week, capping off the week with the Chancellor's Staff BBQ held on Friday, May 9. Back for the second year was the Staff Social. This was a tremendous success with a large increase in attendance from the previous year. Staff Assembly's Ice Cream Social was back and proved to be popular. The Cookie Exchange hosted by Staff Assembly was also a hit. Staff Assembly announced their raffle winners on the radio station KCSB during Staff Celebration Week. This was the first year this was done and proved to be fun and exciting.

The pottery sale contained much more merchandise than the previous years and staff enjoyed shopping the array of items.

The "Save the Date" announcement about Staff Celebration Week sent out on the d-list was a helpful reminder for staff to mark the date on their calendars.

RECOMMENDATIONS

Some suggestions to make Staff Celebration Week even better next year are as follows: Put a call out to the all the departments asking them if they would like to provide a tour or event. This would lighten the workload of the Staff Celebration Week Sub-Committee.

Better follow up on the confirmation of tours and events.

Order less programs as many extra copies left over.

Continue cutting the butcher paper prior to the day of the BBQ. This proved to be a great time saver the day of the BBQ. In addition, a recommendation to perhaps use plastic coverings for the tables instead of butcher paper.

Set up of sound equipment at 10:30am and sound check at 11am. Amplified music and microphones need improvement as there were complaints that the music and guest speakers could not be heard on a consistent basis.

Post the banner on the fence by the lagoon so it is more visible at the BBQ event.

Sell merchandise next year at the BBQ and perhaps during the days leading up to the BBQ.

Staff Gear needs improvement. Perhaps a contest for a new logo.

Better coordination with the Children's Center for delivery of their meals during the BBQ.

We humbly recommend that consideration be given to selecting a new caterer for next year's BBQ.

There were complaints that the quality of the food was not as good as in past years. Complaints included cold food and that the food was not barbecued on site.

GOALS FOR THE FUTURE

Goals for the future: Continuation of Staff Celebration Week events and tours including the Symphony Rehearsal, the Staff Social, culminating in the Chancellor's Staff BBQ. Continue to add a variety of

tours and events in order to keep staff celebration week fresh and exciting. Continue collaboration of Staff Celebration Week activities with all four groups, CSAC, Staff Assembly, PWA, and ABOG.

MEMBERSHIP

JoAnn Trento, Co-Chair

Kathy Upton, Co-Chair

Lupe Garcia

Margaret McMurtrey

Alx Sanchez

Kori Soltz

**REPORT TO THE CHANCELLOR
FROM THE STAFF HOUSING WORK GROUP
2007-2008**

The Staff Housing Work Group is not a CSAC committee, but instead represents a unique cooperation among the four major staff interest groups on campus. Representatives from Staff Assembly, the Chancellor's Staff Advisory Council, the Academic Business Officers Group, and the Professional Women's Association spent the last year working together to help inform UCSB staff about upcoming plans for staff housing, and to offer research, input, and advice to the two staff representatives on the Chancellor's Faculty/Staff Housing Committee.

The Work Group is proud to have taken a proactive stance over the past year. The Work Group attended numerous town halls that were convened by Physical Facilities and Housing and Residential Services. Using a round table approach, the group had the opportunity to collect valuable information that needs to inform the design of new work force housing opportunities for staff, especially staff at the lower levels of compensation. The Work Group also organized a discussion panel based Town Hall during Staff Celebration Week. Staff were given a unique opportunity to ask questions to those in the administration directly involved in the planning and development of staff housing.

The Staff Housing Work Group would like to thank Willie Brown, Donna Carpenter, Cynthia Cronk, and Joel Michaelsen for their participation in discussion panel Town Hall. The Work Group would also like to thank Marc Fisher, who participated as a speaker in many of the other Town Hall events.

RESEARCH AND RECOMMENDATIONS

The Staff Housing Work Group is still waiting for the results of the Staff Housing Survey. It is hoped that these results will be a valuable resource for the Chancellor's Faculty/Staff Housing Committee and any other group charged with making decisions affecting the future of staff housing.

The Staff Housing Work Group compiled a set of 'mini-surveys' and discussion notes at the Town Hall meetings it organized. The results can be found at the end of this report.

Based on research, deliberation, and the input of UCSB staff, the Staff Housing Work Group makes the following suggestions:

1. On the matter of **staff housing projects outlined in the LRDP**, the Staff Housing Work Group suggests that all such projects be **linked directly** to increases in assignable square feet and student enrollment. Such written guarantees would mitigate concerns widely expressed by staff at Town Hall meetings, namely that staff housing will be of a lower priority than other projects and might even be cut entirely in the face of budget concerns.
2. On the matter of **potential staff housing rental rates**, the Staff Housing Work Group suggests that the campus carefully evaluate what 'affordable' workforce housing means, and ensure that whatever housing is constructed is **within the reach of the majority of staff**.
3. The Staff Housing Work Group humbly suggests that the administration use the greatest caution in implementing any sort of **'priority' system** to determine how staff housing is allocated. In Town Hall meetings, the staff expressed concerns that any sort of priority system would be

unfairly slanted toward recruitment, or toward a particular level of employee; a **random lottery** is suggested as an unequivocally fair way to determine who can participate in staff housing.

4. The Staff Housing Work Group would like to reiterate that **staff housing is a real and immediate problem**, and that all due haste should be undertaken to provide relief as quickly as possible.

GOALS FOR THE FUTURE

The Staff Housing Work Group would like to work more closely with the Chancellor's Faculty/Staff Housing Committee. The Work Group believes it can be a valuable resource to this committee, and is willing to perform research and other tasks upon request. Additionally, the Work Group would like to continue its efforts to inform and involve the staff at large in developments surrounding staff housing. Ultimately, the Staff Housing Work Group intends to continue to cooperate with the campus and to advance the interests of staff until staff/workforce housing is no longer an issue.

MEMBERSHIP

Greta Halle, Co-Chair
Justin Mathena, Co-Chair
David Dunlop
Cecilia Gomez
Kathy Jenquin
Bill Shelor
Kori Soltz
Libby Straight
Valerie deVeyra
Laurel Wilder

**REPORT TO THE CHANCELLOR
FROM THE PROFESSIONAL DEVELOPMENT COMMITTEE
2007-2008**

The Professional Development Committee worked closely with Human Resources to identify and discuss issues surrounding professional development opportunities at UCSB. Committee members met with Training Analyst Melissa Bergem on a semi-regular basis, discussing existing training programs and opportunities, and ways in which those programs could be expanded or improved.

Of greatest concern to the committee was the perception among staff that, in spite of the fact that UCSB is an educational institution, training and professional development is difficult to take advantage of. Comparative research was performed to determine what level of support other universities offer their employees in this arena. However, it was decided that data needed to be gathered from staff on campus to zero in on specific areas of weakness in the existing offerings. To this end, the committee has assisted in the creation of a survey aimed at gathering this information.

The committee would like to thank Melissa Bergem for her continued efforts on this important staff issue.

RESEARCH AND RECOMMENDATIONS

The committee gathered information on professional development and training opportunities available to employees at other universities. This information provided the committee with interesting insight into the opportunities available at other institutions. The committee has been working on a survey for the staff at large; while it is in draft form at this time, it is hoped that next year's committee will be able to retrieve and analyze results. Even without this data, the committee feels prepared to make some recommendations in response to the ongoing discussion and analysis that has occurred over the year.

The Professional Development Committee makes the following suggestions:

1. On the matter of **training certificate programs**, the committee is of the opinion that more education needs to take place on campus. Supervisors need to be educated as to the advantages that a particular certificate program might give their organization, while staff at large should be aware that the supervisor certificate program does not require that their current position have supervisory responsibilities.
2. The committee suggests that the university **closely examine current fee structures**, both for classes offered through HR Training and Development, and classes offered through extension. The committee feels that an educational institution should encourage to increase their own level of education as much as possible. The current cost of classes put them out reach for many of the staff.
3. The committee suggests that the Chancellor consider allowing the Dilling Yang scholarship to be used for professional development and training that occurs off campus. For many of the professional staff on campus, conferences are essential part of learning and development, and the Dilling Yang scholarship currently offers no support for this type of training.

GOALS FOR THE FUTURE

The Professional Development Committee would like to continue to work with representatives from Human Resources to examine how training and professional development opportunities on campus can be made to better serve the community. In the coming year, the committee hopes to see the fruition of the training and professional development survey, which should provide much-needed data on staff feelings regarding the issue.

MEMBERSHIP

Justin Mathena
Khixaan Obioma-Sakhu

**REPORT TO THE CHANCELLOR
FROM THE SYMPHONY RECEPTION AD HOC COMMITTEE
2007-2008**

For the second consecutive year, the Santa Barbara Symphony held a reception honoring UCSB Staff through the efforts of the CSAC Symphony Reception Ad Hoc Committee. The reception and narrated rehearsal was held on April 11, 2008 at the Arlington Theatre in downtown Santa Barbara. The Symphony again asked for campus sponsorship to help defray costs and the campus again responded in an overwhelmingly supportive way. Campus sponsors were:

- Office of the Vice Chancellor for Administrative Services
- Office of the Vice Chancellor for Student Affairs
- College of Creative Studies
- College of Engineering
- College of Letters & Science

Director of Human Resources Cynthia Cronk spoke at the reception as did CSAC Co-chair Dorothy Fernandez Satomi. Executive Director of the Santa Barbara Symphony, John Robinson, also spoke as did Music and Artistic Director Nir Kabaretti.

This year the Symphony Reception Ad Hoc committee was housed within CSAC and was expanded to include one Staff representative.

GOALS FOR THE FUTURE

During this year's reception, the Santa Barbara Symphony expressed a desire to make the Symphony Reception Honoring UCSB staff a permanent annual event. Additionally, current committee members have all indicated an enthusiastic willingness to serve next year for the 2009 event.

MEMBERSHIP

Jack Harris, Chair

Elizabeth Guerrero

Eve Rothfarb

Yukina Warner, Staff Representative