



## Chancellor's Staff Advisory Council

### Minutes for 1/8/15

---

<i>Members Present:</i>	Emily Boone (Co-Chair), Alejandra Greene (Co-Chair), Maria Coombs, Nora Crutcher, Erica Diaz, Lucy Diaz, Judy Ann Dutcher, Nancy Emerson, Amy Jacobs, Tom Kenna, Taggart Malone, Nicole McCoy, Cara O'Callaghan, Jennifer Ramirez, Carol Saucedo, Doug Truong, Alma Villa, Viena Zeitler
<i>Non-Voting Members Present:</i>	Chancellor Henry T. Yang, Diane O'Brien, Amanda Kritzberg, Marc Fisher, Chuck Haines, Maria Herrera-Sobek, Stacey Janik, Pam Lombardo, John Longbrake, George Thurlow, Kim Tapia
<i>Absent:</i>	Tracee Davis, Rick Van Hoorn, Nicole Zavala, Gary White (Staff Assembly)

---

Meeting called to order at 10:03am

Welcome and Quick Introductions (10:03)

The Chancellor

- Kevin McCauley's Passing
- Instructions to CSAC – the importance of the committee to the Chancellor
  - o 27% - Hispanic serving university; has doubled

Questions for the Chancellor (10:10-11:50)

**Question #1:**

Staff Assembly, CSAC, PWA, and ABOG have created a joint-committee to address staff related issues identified by the Engagement Survey. Communication was one of the top 3 issues identified by the survey and is often a topic when discussing campus issues with staff. Staff request better communication of information about all sorts of topics like change management and campus events, such as a free concert by Jack Johnson, or the remembrance event on October 8th. To this end, the Staff Issues Co-committee has been working to make the S-List "Opt-Out", so that all staff has access to campus information. Support has been wide-spread among various entities, including: Marc Fisher-Vice Chancellor; Farfalla Borah-Employee & Labor Relations Manager; John Longbrake-

Associate Vice Chancellor; as well as confirming with Denise Stephens, ETS Chief Information Officer, about the technical feasibility in making the s-list “opt-out”.

- a. CSAC asks for your support in making the S-list an “opt-out” listserve in order to open the communication lines for UCSB Staff, as well as encouraging information to be released to the communicators in order for it to be dispersed.
- b. What’s the Chancellor’s vision in helping staff feel better included and engaged?

**Discussion:**

- There needs to be a better system to get all campus aware of news.
- John Longbrake’s concerns: 1. important information doesn’t get to campus 2. People delete it because they get too many emails 3. Events on campus may sometimes be targeted for only students (example: concert for remembrance of shooting was coordinated by AS for students not intended for staff).
- Goals: creation of The Current – to be used as central site of information.
- Developing/Pending: Search option, being able to select broad categories of interest, plans to launch this year.
- D-List was only intended for high-level administration.
- Beware of what people want, S-list can still exist for nominations.
- Chancellor Yang: requested suggestions to find ways to stop social media from dispersing negative information about Deltopia.
- John: Opt-in S-List only has 700 staff members,
- Discussion: not everyone knows that it exists. This is a venue where staff can communicate. It’s easier for staff to opt-out than to opt-in
- John: New employees are notified and have the option to opt-in. He does not support the S-list, he believed that it was overwhelming and overloaded with info.

**Question #2:**

What is the status of the Climate Survey? What are the top 3 issues identified by staff that the Chancellor is focusing on? What other steps/plans does the Chancellor envision taking to improve the issues identified by staff through the survey? Is there a deadline to make improvements and how are these improvements being implemented?

**Discussion:**

- Maria Herrera-Sobek: the survey came out in March, announced in newsletter and website of UCSB and other UC campuses.
  - There is a committee that is being created to discuss the survey responses and will work with OP.
  - Major concerns that were identified by campus from the survey were:

- o Sexual assault
- o LGBT community, undocumented, African American
- o Staff – salary, overwork, lack of respect
- Committee will have a sub-committee to address the concerns stated above.
- Overall, UCSB was #1 in other categories: overall satisfaction of campus climate.
- They would be meeting with the Chancellor in the near future.
- OP requested UCSB to submit report, and it was sent end of Dec 2014.
- Chancellor Yang: The Association of American Universities (AAU) asked all of its members to participate in a climate survey. All of the six UC campuses in the AAU collectively decided to focus on implementing their own UC Campus Climate surveys, the results of which were announced last spring.

### **Question #3**

UCSB has historically seen a lean budget for staff raises. For example, this year Non-Represented Staff received a 3% increase, yet at the same time, saw a 1.5% increase to UCRP. The result was a 1.5% raise, which is less than the cost of living increase for Santa Barbara. At the same time, you and upper management received a 20% increase. Is there a plan to bridge the gap for staff?

### **Discussion:**

- Marc Fisher: Anticipates a 3% raise this year for non-represented staff.
- He is aware of the high cost of living.
- The increase in contribution to Retirement is leveling out.
- UCSB is very fair on how retirement program is being handled.
- OP will announce that there will not be more changes to the retirement contribution soon.
- The At Your Service website will have information available and there should be no more increases in the contribution to the retirement program.
- 8% max contribution for employee – will not go up after this.
- 14% max contribution for employer (UCSB).
- Carol: who makes the decision for the increase? UCOP? 3% increase is not enough.
- Chancellor: it's a uniform decision across all campuses.
- Question: Can we add the 3% increase every year into budget?
- Discussion: We need to take this to the Board of Regents.

**Question#4:**

What is the Chancellor's vision behind Staff getting involved in Isla Vista projects? Isla Vista has historically been a student community; does the Chancellor see ways of it merging into a community for Students, Faculty, and Staff? Does the Chancellor encourage staff (beyond Academic Affairs) to take part in the community? CSAC believes having a Staff representative at the Faculty Dinner Program would be beneficial in helping bridge the gap between Staff/Faculty/students. Would the Chancellor be willing to add a Staff member to the group?

**Discussion:**

- Chuck Haines: Data enrollment, 19,000/semester get admitted to SBCC, this year for 2015, they jumped to 25,000.
- They have a plan to create a scholarship for the victims of the shooting as a memorial.
- Dinner program – this is a new program they are testing where they take out a couple of Professors/grad students to dinner to discuss ideas.
- Suggestion that staff members should be involved.
- Nicole McCoy: What about students who were injured? Any updates?
- Information of the victims that were injured cannot be disclosed due to confidentiality.
- The 1 year anniversary will be the most difficult, need to have a lot of security, trying to plan events for students to be out of Isla Vista. Alternate plans to drinking so students can feel safe.
- Nicole: She volunteered CSAC to help with any coordination/planning for the anniversary.
- Carol Saucedo: She wants to see higher numbers of people reporting.
- We will continue using mutual aid in IV for Deltopia to increase the police patrols.
- Plan to hold a concert for Deltopia weekend for approximately 6,000 students, ice-skating idea can have 600-800 students.

**Question #5:**

In regards to Advisory Committees to the Chancellor, typically only one staff member represents the staff community. It would be beneficial to have two staff members to get a more rounded and comprehensive staff view pertaining to the important issues facing the staff community. Would the Chancellor be open to this suggested change?

**Discussion:**

- The committee is already very large.

- Chancellor thinks that the representation from staff members is important on the various committees. The number of staff members will depend on the size of the committee. There could be one or two staff members.
- Staff should be sufficiently represented.

**Question #6:**

What is the status of housing for staff on campus – whether it be purchasing or rentals?

CSAC was advised to select two representatives to serve on the housing committee, but they have not been contacted to attend any meetings. What is the status of this committee? What are the guidelines and criteria in place for staff when Housing opportunities become available?

**Discussion:**

- There is a plan for staff housing to be built.
- The plan for a 36 unit faculty housing is behind schedule due to the fire over the summer.
- Plan to appoint a sub-committee – intended to offer advice on policy for housing for staff and faculty.
- How will they allocate units? Lottery?
- Campus proposes – CPC appoint this quarter to recommend policy.
- Ocean Rd connecting Isla Vista and campus – rental selling for staff and faculty housing.
- There is already one staff member that owns one unit in North campus housing.
- Campus and some housing is only for Faculty.
- Contact Rose Peterson to put your name on the list they provide to staff/faculty that want to sell their units.
- Community Housing Authority – website where you can put your name on the waitlist for housing.
- There will be 22 units of 2 bedrooms, all appliances will be included, high ceilings; they are below the market price.

**Question #7:**

CSAC hears many comments from staff about difficult or under-trained managers. Is there a plan in place to require managers to attend the Supervisory Certificate Program classes or any other similar trainings? CSAC has also been hearing that managers are not allowing staff to attend the trainings that are available to them on campus. What is being done to require managers to encourage and support professional development training for staff?

**Discussion:**

- Marc: There is no official requirement.
- If there are any issues with the cost of trainings, the Dilling Yang Scholarship program is available.
- There are workshops-some at no cost.
- There is data that more staff are completing the Supervisory Certificate Program.
- Chancellor Yang: wants to increase the contribution to the Dilling Yang Scholarship.
- Amy Jacobs: There is eligibility criteria for the scholarship with a salary requirement that may need to be changed.
- Managers should have a reason for denying staff participation in workshops/trainings.
- Human Resources has not received any formal complaints related to managers denying attendance to workshops/trainings.
- There is also Lynda.com – campus pays for access and staff should take advantage of this resource.

**New Business: Discussion of Chancellor Yang's visit (11:50-12:09)**

- Amy Jacobs: S-List only has 700 people pool for nomination call outs.
- Suggestion to maybe also post S-List on The Current, button to opt-in.
- Tom Kenna– will talk with Katherine Abad in HR to post it and push emails to all staff – UCOP link.
- Members were pleased to hear about housing project for staff.
- Isla Vista projects – George Thurlow will return as a guest.
- Sean O'Shea has resigned from CSAC – will send out call for nominations of a new member.

Meeting adjourned at 12:09pm

Minutes submitted by Jennifer Ramirez