



Annual Report

2018-2019

About Staff Assembly

Staff Assembly Charge

Staff Assembly is dedicated to promoting the welfare, interests, and diversity of staff, the campus and the University of California. The UC Davis Staff Assembly meets regularly with UC Davis administration on a range of issues important to staff and works to enhance communication among the university community along with proposing and sponsoring programs and activities committed to the interests of staff.

Staff Assembly Purpose and Objectives

- *To promote and advocate for the welfare, interests, and diversity of UC Davis staff with the UC Davis principles of Community as a guidepost.*
- *To stand as a University-sanctioned organization of staff employees. Which will have a voice in matters pertaining to the University with the limitations imposed by law.*
- *To provide increased staff participation opportunities in the governance of the Davis campus.*
- *To promote and advocate for improved communication and interaction with all UC Davis staff.*
- *To promote and advocate for involvement and interaction of staff from all UC Davis organizations and units.*

Executive Committee

The Staff Assembly Executive Committee, elected by voting members, further the objectives of Staff Assembly, make decisions on behalf of the organization, and ensure these decisions are carried out. The Executive Committee members will spend one and two-year terms directing the various activities of Staff Assembly representing staff interests with administration, and advancing initiatives that improve the staff experience on campus. In addition to their assigned duties, they support each other's work through collaboration and teamwork.

The Staff Assembly Executive Committee is governed by the organization's [Bylaws](https://staff.ucdavis.edu) and each member is tasked with realizing the specific duties outlined within.

2018-2019 Executive Committee***Chair****Brian Wadell****Chair-Elect****Paul Cody****Events Chair****Jennifer Jackson****Finance Chair****Donna Connolly****Membership Chair****Molly Bechtel****Secretary****Amy Burns*

In memory of Brian Wadell

Brian Wadell passed away on May 17, 2019 from pancreatic cancer. His commitment to supporting staff through Staff Assembly was unwavering. His on-going involvement provided a calm voice for both staff and campus leaders.

You can read more about the Committee members by visiting the Staff Assembly website <https://staff.ucdavis.edu/about/executive-committee>

You may contact the members of the Staff Assembly Executive Committee by emailing staffvoice@ucdavis.edu.

Year in Review

The Staff Assembly Executive Committee continued efforts to unify the main campus and the health centers committees through updated Bylaws, encouraging meeting attendance through Zoom, shared attendance at events at all locations and other collaborations such as Aggie Square.

Staff Assembly focused on the following areas:

- Outreach & Engagement
- Campus Participation & Involvement
- Staff Appreciation & Recognition
- Internal Operations

Outreach & Engagement

Staff Voice

Staff Voice, the publication of the UC Davis Staff Assembly, aims to keep staff informed of staff related initiatives, news, and events. The *Staff Voice*, published twice a month during the academic year and throughout the summer continues to be a conduit for campus-wide information for staff. 21 issues of *Staff Voice* were sent in 2018-2019.

Each issue of *Staff Voice* includes a short poll question to collect staff perceptions and understanding on a variety topics. Responses help to guide Staff Assembly efforts in understanding and addressing staff needs, interests and accomplishments. Topics have included:

- Professional development goals
- Most rewarding professional development opportunity
- Advice and suggestions you would give to help new staff succeed
- Most concerning issue as staff member
- Most proud accomplishments at UC Davis
- Concerns about the transition to UC PATH
- Ways that staff have felt appreciated
- Favorite food truck on campus

Archived issues are available here: <https://staff.ucdavis.edu/staff-voice/archives>

Monthly Meetings

Every UC Davis staff person is a member of Staff Assembly! We encourage all staff to attend our General Meetings, which are held on the fourth Tuesday of every month. Staff Assembly and its committees offered opportunities to develop one's skills and stay connected to the issues affecting the broader campus.

We learned that many staff members were not attending due to the extra time needed to travel to the main campus and find parking. The committee instituted Zoom as a part of regular meetings to include staff from all UC Davis locations unable to attend meeting in person. We have also moved the meeting each month to draw in new attendees that may have not attended in the past.



Presentations

To provide campus-wide information that affects all staff, we worked with various departments to provide information on their programs either through presentations, tabling at Staff Assembly events, or inclusion in the *Staff Voice* newsletter.

Presentations provided:

- UC PATH
- Campus Security
- Emergency Management
- Employee & Labor Relations
- Harassment & Bullying - HDAPP & Compliance
- Development & Employee Giving

Breakfast with the Chancellor

Monthly breakfast at the Chancellor's residence provided 124 staff a chance to engage with the Chancellor, his wife and other campus leaders and discuss issues of importance to staff. Staff Assembly committee members recruited, managed invites and facilitated discussions at each breakfast.



Dip-Off

The Staff Assembly Dip-Off is an opportunity for UC Davis staff to gather, socialize, and compete in a friendly competition. The second annual Staff Assembly Dip-Off was held on Monday, January 28, 2019 at the Activities and Recreation Center. Six dips were entered and all attendees were able to participate in the tasting and voting. Awards were presented to Top 3 People's Choice and Best Table Presentation. Recipes posted in the Staff Voice newsletter for staff to use at Superbowl parties and beyond.



Tailgating Event

Staff Assembly members organized a staff tailgate event at the Staff Appreciation UC Davis Football Game on September 8, 2018. Staff Assembly provided free hotdogs, drinks, and snacks, gather information about staff assembly, and provide shade to many staff who stopped by. Seats were raffled off to spend a quarter of the following football game in the Chancellor's Box with Chancellor May and his wife Leshelle, which was a great hit.



The Great Staff Assembly Bake-Off

The Staff Assembly Bake-Off is an opportunity for UC Davis staff to gather, socialize, and compete in a friendly competition on December 4, 2018. Applicants brought bite-sized cookies, cupcakes, bars and more. There were 14 entries and awards were presented to the Top 3 People's Choice and Best Table Presentation.



Third Thursdays

The Third Thursday program provides an opportunity for staff to learn something new about fellow staff community. This is a Staff Assembly initiative to encourage staff to get out from behind their desks over the lunch hour and explore some of the interesting things other staff are doing here on campus. Staff joined us at the following locations to learn more about campus departments and the role staff play:

- California Raptor Center
- Coffee Center Building
- Jan and Manetti Shrem Museum of Art
- Energy Conservation Office
- Student Farm



Campus Participation & Involvement

Staff Assembly continues to encourage staff participation in campus service, decision-making, and takes an active role in sponsoring initiatives and development opportunities that support staff.

Representatives from Staff Assembly served on the following committees:

- Attracting, selecting and hiring diverse talent. Pilot hosted by Human Resources (Amy Burns)
- Automotive and Rideshare Industry Working Group (Veronica Stanton)
- Commencement Speakers Committee (Paul Cody)
- Council of University of California Staff Assemblies (Paul Cody & Charron Andrus)
- Employee Giving Committee (Kate Shasky)
- Faculty Senate Welfare Committee (Keavagh Clift)
- Global Education for All (Kerry Hasa)
- HSI Taskforce (Brian Wadell)
- Police Accountability Board (Lisa Feldman)
- Preferred Partnership Program Advisory Board (Paul Cody)
- Healthy Campus Network (Samira Abedini)
- Staff Diversity Administrative Advisory Committee (Paul Cody)
- Status of Women at Davis Administrative Advisory Committee (Molly Bechtel)
- Transportation and Parking Services Advisory Board (Calvin Lee)

Citations of Excellence Committee

- Darolyn Striley, Office of Medical Education, UC Davis Health (Co-Chair)
- Lauren Thomas, School of Education (Co-Chair)
- Ahna Heller, IET Enterprise Infrastructure Services
- Hilary Wolf, Human Resources, UC Davis Health
- Jennifer Jackson, College of Agriculture & Environmental Science
- John King, Graduate Studies
- Roger Moy, Student Affairs Divisional Resources
- Mary Carrillo, Civil and Environmental Engineering
- Vivian Khem, IT Applications Operations UC Davis Health

Scholarship Committee

- Kristi Lusso, Public Health Sciences (Chair)
- Carol Nickles, Microbiology and Molecular Genetics
- Dianne Gregory, Health Information Management
- Ellie Sandoval, UC Davis Retiree's Association
- Emily Francis, Facilities Management
- Jennifer Moylan, International Center
- Mayra Llamas, Community Resource & Retention Centers
- Terry Ramirez, Internship and Career Center

Proshare

Staff Assembly continues to serve as a sponsor of ProShare, a networking program that aims to help managers, aspiring managers, and staff at all levels form connections with campus and medical center colleagues for mutual guidance and support.

UC Davis Farmers Market

In on-going support of the Healthy Campus Network, Staff Assembly continues to be a sponsor of the UC Davis Farmers Market.



Staff Appreciation & Recognition

Thank Goodness for Staff (TGFS)

The Thank Goodness for Staff event has been a staple event enjoyed by staff throughout campus. Events occur during the day as well as in the evening to accommodate staff that work at alternate times from most of campus. Meals were delivered to emergency responders and other critical staff that could not attend the actual event. This event took the coordination of 15 Sponsors, 76 Vendor booths, 70 volunteers, and UC Davis Environmental Health and Safety, Grounds staff and many more UC Davis staff members. More than 7,000 staff attended this year's events.



Staff also had an opportunity to participate in variety of sports events.



- Golf (coordinated by Don Petty & Tasha Burr)
- Tennis (coordinated by Joseph Patrocinio)
- Volleyball (coordinated by Dan Colvin)

Staff Assembly Awards

Each year, Staff Assembly provides an opportunity for staff to be nominated for individual and team Citations of Excellence that highlight efforts by staff that go beyond their normal responsibilities that help to improve UC Davis. Individual award categories include innovation, research, service, supervision and teaching. Team awards focus on efforts that support the University mission of teaching, research and service, as well as makes notable contributions to the department or campus.

Citations of Excellence

Individual Awards

Innovation

Laura Young, Student Affairs Officer, Graduate Studies

Research

Jennie Konsella-Norene, Assistant Director of Global Professional Programs, Global Affairs

Service

Lisa Papagni, Assistant Director - Residential Education Office Student Housing and Dining Services

Supervision

Bradley Harding, Interim Director of Enterprise Student Applications, Enterprise Student Applications, IET

Honorable Mention

Innovation

Shawn DeArmond – Web Architect, IET Enterprise Applications and Infrastructure Services

Service

Elvira Galvan Hack - Student Academic Advisor, Department of Entomology and Nematology

Jacqueline Dyson - Administrative Assistant, Betty Irene Moore School of Nursing

Team Awards

Dairy Teaching and Research Staff Team

- Douglas Gisi - Animal Care Supervisor 2, Animal Science
- Maria Patino - Principal Animal Technician, Animal Science
- Juan Hernandez - Principal Animal Technician, Animal Science
- Paul Domer - Senior Animal Technician, Animal Science
- Michael Amato - Principal Agricultural Technician, Animal Science

Financial Aid and Scholarships IT Team

- Robert Davis - Associate Director, Financial Aid and Scholarships
- Ian Fleet - Business Systems Analyst, Financial Aid and Scholarships
- Chris Loza - Application Programmer, Financial Aid and Scholarships
- Rodrigo Perez - Senior System Administrator, Financial Aid and Scholarships
- Dan Ransom - Associate Director, Financial Aid and Scholarships
- Andy Richmond - Application Programmer, Financial Aid and Scholarships
- Alina Skubenich - Data Systems Analyst, Financial Aid and Scholarships
- Maria Sterner - Application Quality Specialist, Financial Aid and Scholarships

The Human Library Committee

- Nancy Ervin - Operations Supervisor, UC Davis Library, Access & Delivery Services
- Glenda Gaines, Administrative Assistant, UC Davis Library, Management & Building Support
- Katica Got - Circulation Billing Supervisor, UC Davis Library, Access & Delivery Services
- Bianca Iosif - Night & Weekend Assistant, UC Davis Library, Access & Delivery Services
- Becky Moore-Poe - Interlibrary Loan Assistant, UC Davis Library, Access & Delivery Services

Veteran Self-Identification Campaign Work Group

- Maria Berumen - Executive Assistant, Human Resources
- Marian Brotzman - Executive Assistant to Interim Associate Vice Chancellor Hendry Ton, Office for Equity, Diversity & Inclusion
- Diane Carr - Student Affairs Officer, UC Davis Continuing Education
- Mark Chatman - HR Talent Acquisition Manager, Human Resources
- Karmen Fittes - Executive Director of Talent and Rewards, Human Resources
- Lyndon Huling - Senior Talent Acquisition Partner, Human Resources
- Jim Marchetti – Supervisor, UC Davis Health Information Technology Business Resiliency
- William McCourt - HR Talent Acquisition Manager, Human Resources
- Grant Nejedlo - Communication Manager for Employee Engagement, UC Davis Finance, Operations and Administration
- Earl Raehsler - Coordinator Veterans Success Center, Office of Educational Opportunity and Enrichment Services
- Taylor Zhou – Graphic Designer, Finance, Operations and Administration Communications

Staff Scholarships

Staff Dependent Scholarships

Staff Assembly continues to provide scholarships to dependents of UC Davis staff that are attending UC Davis. Staff Assembly awarded four student scholarships to staff dependents.

Staff Scholarships

Staff Assembly continues to partner with campus units, constituent groups and sponsors to provide scholarships for staff. The following scholarships were awarded:

Staff were awarded the following scholarships:

Adrienne Zweifel - Biosafety Officer, Environmental Health & Safety

- *Staff Assembly Scholarship*

Benjamin Gillman - Executive Assistant, Campus Planning and Environmental Stewardship

- *Kathleen Moore Endowment Scholarship*

Carlos Garcia - Chief Administrative Officer, Hart Interdisciplinary Programs

- *UC Davis Retirees' Associations Career Enhancement Award*
- *Staff Assembly Scholarship*

Cindy Smith – Events Manager, Ceremonies & Special Events

- *Staff Assembly Scholarship*

Demetria Dugas - Hospital Lab Technician, ENT & Audiology, UC Davis Health

- *Margene E. Orzalli Endowment Scholarship*

Eloy Navarro - IT Analyst, IT Applications Operations, UC Davis Health

- *Staff Assembly Scholarship*

JoAnna Van Brocklin - Trainer, HR Training & Development, UC Davis Health

- *Larry N. Vanderhoef Scholarship*

Joanne Snapp - Director of Advising, Health Professions Advising

- *Staff Assembly Scholarship*

Joann Pyon, Student Services Assistant, Department of Mathematics

- *Staff Assembly Scholarship*

Jorge Suarez - Physical Plant Mechanic, Facilities

- *Staff Assembly Scholarship*

Jennifer Thompson - Business Systems Analyst, Accounts Payable and Banking Card Services, Supply Chain Management

- *Staff Assembly Scholarship*

Karina Ayala - Administrative Assistant, Financial Aid and Scholarships

- *Margene E. Orzalli Endowment Scholarship*

Leonardo Alamillo Jr. - Academic Advisor, Letters & Science Undergraduate Education and Advising

- *Latinx Staff & Faculty Association (LSFA) Scholarship*
- *Staff Assembly Scholarship*

Maleena Teeters - Research Administrator, Schools of Health Finance Unit, UC Davis Health

- *Staff Assembly Scholarship*

Natasha Pineiro Lab Assistant, Anesthesiology Department, UC Davis Health

- *Staff Assembly Scholarship*

Stacie Aguil - Benefits Analyst, LOA Centralized Services, UC Davis Health

- *Margene E. Orzalli Endowment Scholarship*

Stephanie Guerrero - Administrative Assistant, Health Management & Education, UC Davis Health

- *Staff Assembly Scholarship*

Teri Guerrero - Clinical Trials Coordinator, Surgical and Radiological Sciences-Veterinary Medicine

- *Margene E. Orzalli Endowment Scholarship*

ToShawne Williams - Administrative Assistant, Campus Planning & Environmental Stewardship, UC Davis Health

- *Staff Assembly Scholarship*
- *UC Davis Health African American Faculty and Staff Association (AAFSa) Scholarship*

Xiaohong Wei – Lab Assistant, Western Institute for Food Safety & Security

- *Staff Assembly Scholarship*

Council of University of California Staff Assemblies Kevin McCauley Memorial Outstanding Staff Award

The CUCSA Kevin McCauley Memorial Outstanding Staff Award is designed to recognize staff members at the University who are supportive and inclusive of UC staff, and encourage equity, diversity, and community, are forward thinking, and do not compromise quality. UC Davis Staff Assemblies nominated Lina Layiktez for her long record of service that demonstrates her commitment to supporting staff at UC Davis and throughout the UC system. Lina has held several positions with UC Davis Staff Assembly over the last ten years. Lina tirelessly advocated for the needs of staff at UC Davis. Lina's service has gone beyond UC Davis through her involvement with CUCSA. Her commitment was clear to us when she served as delegate for UC Davis and subsequently when she served as Chair for CUCSA. At the March quarterly meeting, CUCSA voted to honor Lina as a recipient of the Kevin McCauley Memorial Outstanding Staff Award.



Internal Operations

Bylaw Update

Members reviewed and updated the Staff Assembly Bylaws. We updated the Membership Chair title to Member Outreach and Engagement Chair to encompass the duties of this position. Changes were made to the Staff Assembly Staff Coordinator position to align this position as a resource to the Staff Assembly members. Finally, we outlined areas of overlap between the executive positions to encourage a better flow of operations and information.

Membership Survey

This year, one goal for Staff Assembly was to encourage involvement and deliver events and opportunities based on the needs and interests of staff. Staff Assembly included a short involvement interest form in *Staff Voice* to understand these needs and interests of staff as it relates to Staff Assembly. 248 staff members completed the survey. These responses helped Staff Assembly connect with staff in different ways. Most staff indicated opportunities that required low levels of time and commitment. Responses allowed Staff Assembly to plan and provide meaningful engagement opportunities for staff interested in being involved with Staff Assembly.

Satisfaction Survey

Staff Assembly participated as a new service line this year in the Satisfaction Survey conducted by Finance, Operations and Administration. The survey results helped Staff Assembly to understand strengths of the organization and areas of opportunity to better serve and support staff.

