General Meeting Minutes

March 16, 2021
12:00-1:00 p.m.
Zoom

12:00-12:05 p.m.   Welcome

- Molly Bechtel, Staff Assembly Chair, welcomed the attending group of staff.
- Meeting began with 92 attendees at 12:06 pm
- Introduction to closed captioning features now available at every Staff Assembly Zoom meeting
- Molly instructed SA attendees that we would break into breakout rooms by personal preference

12:05-12:35 p.m.   Staff Discussions, Feedback and Networking

- Staff will choose their own breakout room to learn more and discuss one of the following topics:
  - **Workplace Reimagined Working Group – Molly Bechtel** *(Detailed notes included as an addendum below the announcements section of these notes)*
    - Over 40 staff joined the small group discussion
    - Molly kicked off the conversation by encouraging intros in the chat and sharing an overview of the working group, its charge, subgroups and timeline
    - Staff posed questions and shared feedback verbally and via the chat
  - **Staff Experience Task Force – Sam Bishop-Green** *(Detailed notes included as an addendum below the announcements section of these notes)*
    - Great conversation around the process of Staff Experience Task Force and how it worked
    - Talked about experiences with the survey in their departments and how changes may be implemented
  - **Next Generation Reforms to Advance Campus Safety Task Force – Paul Cody**
    - Wonderful conversation was had
    - Conversation reaffirmed priorities for task force including communication and ongoing reforms
    - The task force's recommendations aren't policy, but continued work with campus and the police force should continue to evolve
  - **Thank Goodness For Staff (TGFS) and other events – Jaime Allen**
    - Jaime shared TGFS ideas and folks shared ideas
    - TGFS Zoom backgrounds will be circulated
    - Desire to have a mix of virtual and in-person events upon return to office

- ▪ Questions Asked
  - What is the plan for TGFS?
    - ○ It will be happening the week of May 17-21. There will be a mix of Zoom events, family friendly events, events that are done at your own time (scavenger hunt), and giveaways. Campus leadership will be making an appearance at some events, too. We plan on finalizing the schedule this month or early in April.
  - Opportunity to take pictures with coworkers?
    - ○ Look into a virtual photo booth
    - ○ Zoom backgrounds
- ▪ Where did Nailed-It photos end up?
  - On the website: https://staff.ucdavis.edu/events/nailed-it
  - Need to double check if any photos are missing
- ▪ What is paint night?
  - We will have some artistic type events with the Craft Center
- ▪ What makes you feel appreciated?
  - Have your boss say thank you
- ▪ General notes
  - Keep a mix of type of events (virtual, in-person, passive)
  - Breakfast with the chancellor is a great experience!
- ○ **General networking – Kyle Urban, Jennifer Jackson and Carol Swafford**
  - ▪ Third Thursday will be heating and cooling plant this week; https://staff.ucdavis.edu/events/third-thursdays
  - ▪ Coffee Chat with the Chancellor is still recruiting for future months; https://staff.ucdavis.edu/events/breakfast-chancellor

12:35-12:50 p.m.   Executive Committee Updates

- **Chair- Molly Bechtel**
  - ○ Exploratory conversations with SDAAC and SWDAAC
  - ○ Continuing to work to arrange campus leadership for our meetings and serving on various committees that meet with campus leadership
- **Chair Elect- Sam Bishop-Green**
  - ○ Staff scholarship applications are now open; https://staff.ucdavis.edu/staff-awards
  - ○ Vet Med recruitment advisory committee is preparing to begin interviewing
- **Events Co-Chairs- Lauren McDiarmid and Jaime Allen**
  - ○ TGFS will be virtual this year during week of May 17
  - ○ Committee is planning virtual events, asynchronous events, wellness activities, creative events, professional development, family friendly and working on a giveaway
  - ○ **Logo Design Contest**
    - 4 finalists for logo design
    - View here: https://ucdavis.co1.qualtrics.com/jfe/form/SV_8CxGq0XFzwJTWQK
  - ○ More details on specific events will come out in April

- o   Lunch with an expert is on March 24th with Joe Newman from Bodega Marine Lab; https://staff.ucdavis.edu/lunch-expert
  - o   February meeting was with Dr. Pollack about Healthy Davis Together
- Communications Chair- Jennifer Jackson
  - o   L&S Dean search interviews start last week of March and two weeks after will be open forums
  - o   UC Davis posts the position and a search company helps fill leadership positions on campus
- Secretary- Kyle Urban
  - o   Aggie Launch Collective Update
  - o   Bylaws will be ready for voting in the next few months
- Member Outreach and Engagement Chair- Carol Swafford
  - o   Third Thursday is this Thursday; https://staff.ucdavis.edu/events/third-thursdays
- Past Chair- Paul Cody
  - o   Thanked those who attended CUCSA meetings in February
  - o   CUCSA meets four times per year
  - o   CUCSA is seeking a 5% increase in salary for non-represented

    Policy covered staff received no merit increases last year, while represented staff received increases and will get more this year. It is critical that decisions regarding staff increases be equitable. The 2019 median salary for policy covered staff is less than $70,000 per year. The proposed 1.5% merit increase will have virtually no positive, economic impact after taxes and cost increases. CUCSA (UC Staff Assembly) recommends an across the board 5% increase for policy covered staff. This amount is less than two years of increases received by most represented staff. Given our outstanding efforts under extraordinarily difficult and challenging circumstances in 2020, every policy covered staff member in good standing should receive the highest possible increase. This is an opportunity for the University to demonstrate it values this critical group of employees. Thank you.
  - o   Staff across campus and folks were encouraged to speak in open forum of the upcoming regents meeting

12:50-1:00 p.m.   Announcements

- Staff Assembly elections are upcoming: Let Staff Assembly Executive Committee members know if you are interested in serving on the committee
- Safety Services Equity, Diversity and Inclusion committee is going strong and recently put information up on their website: https://safetyservices.ucdavis.edu/about

Save the Date   Third Thursday: March 18, 12-1 p.m., Zoom
Featuring Campus Facilities

Lunch with an Expert: March 24, 12-1 p.m., Zoom
Featuring Joe Newman and the Bodega Marine Laboratory

General Meeting: April 13, 12-1 p.m., Zoom
Featuring Perry Eggleston, Executive Director for Transportation Services

Workplace Reimagined Working Group Breakout Room

Working group charge: Consider alternative working arrangements through a more strategic lens to learn from the benefits and challenges of flexible/remote work and ensure UC Davis will remain an employer of choice and continue to recruit and retain top talent; Develop and offer recommendations for an infrastructure framework to support flexible work arrangements

Subgroups include: Legal/Policy/Tax, People/Culture, Resources/Finance and Space/Sustainability

Questions discussed:

- How were these work groups created in terms of membership?
  - The working group was appointed by Christine Lovely (CHRO) and Bob Segar (Associate Vice Chancellor, Campus Planning and Environmental Stewardship). It is chaired by Steve Chilcott, Executive Director, Workforce Strategies in Human Resources and Perry Eggleston, Director of Transportation.
  - Members were assigned to subgroups based on their areas of focus/expertise. E.g., Molly serves on People/Culture as Staff Assembly Chair.
- Is this workgroup working with other UCs? For example, I know of folks at UCSD that have worked permanently in another state since pre-COVID. It would be good to see what their policies and experience with this are as I know it is something many are interested in (myself included!)
  - The working group is looking to other UCs for models and best practices.
  - UCOP is looking into this at a system-wide level.
  - CUCSA also has a committee tasked with looking at flexible work arrangements and the "next normal."
- Will Taskforce reach out to academic units on specific work styles that greatly differs from general admin units?
  - Yes, the task force has discussed the nuances between academic and administrative units.
- For the space discussion, will we be able to "un-assign" staff work spaces if they are approved to work remote most days a week, i.e. we would make temp spaces, but we may reassign their workstation to someone else. Is that being discussed?
  - This is something the Space/Sustainability and Resources/Finances subgroups are discussing.
- Will this workgroup make recommendations for policies regarding those that wish to continue to work from home or hybrid models?
  - Yes, recommendations will be shared with the Chancellor's Leadership Council.
- I'm hoping the taskforce discusses what equipment is provided to employees who wish to work from home part-time or full time. Are laptops provided to everyone? Do we provide chairs for at home? Monitors for at home? A full set-up at home and in the office? Cell phones for all employees?
  - Yes, this is something the Resources/Finances subgroup is evaluating.

- Please discuss any information from the workgroups that pertains to out of area hiring and how that would effect our current workforce
  - The Legal/Tax/Policy subgroup is looking into this most closely, and I understand conversations are also happening at the system-wide level related to this. Out of area (state and country) can raise tax concerns (as one example), so there is much to consider

Concern was expressed about differences between academic and administrative units in implementing flexible work arrangements. Concerns were also raised about continuity among managers/supervisors in willingness to allow flexible work arrangements and how to ensure the employee has a voice in the process.

Staff discussed their at-home vs. at-work office/desk setups and preferences.

Staff Experience Taskforce Breakout Room

Shared the top six issues to address:

Rank	Topic
1	Taking action
2	How decisions are made
3	Collaboration between departments
4	Equal opportunity to succeed regardless of background
5	Good career opportunities
6	Feel free to speak my mind without fear of negative consequences
7	UC Davis does a good job of communicating with employees

#1 is taking action, so that is covered by this taskforce, the subgroups are focused on issues 2-7.

Questions asked:

Was guidance given at the Unit level on how to develop action plans?

HR Business Partners from all departments were given training on how to implement the results.

My answers were more towards University vs team?

This was common, if possible, encourage staff to bring this up when discussing action plans with their units or managers.

Why was this launched in October? with the pandemic, start of Fall quarter, uncertainty about Winter Quarter, it seemed ill-timed and will skew the results.

A lot of people didn't understand how the survey worked, and that comments were going to supervisors.

Sam encouraged staff to reach out to the Staff Experience Survey team if the instructions or information is unclear. The team has been very responsive to updating messaging based on feedback.

One unit had made consistent comments about lack of upward mobility and opportunities for current staff and wanted to know if those messages were brought forward.

These comments are at the core of the subgroup that Sam is working on, and recommendations are being formulated to address both in the near and long term.

Anyone with additional comments or feedback are encouraged to email the Staff Experience Survey team at: staffexperience@udavis.edu