

August 2020

# NEO ZOOM

## New Employee Orientation

UC SANTA BARBARA  
Human Resources

# Agenda

## Today's Schedule

**Overview**

**UC Pride**

**Organizational Structure**

**UC Policies and Mandated**

**Training**

**Environmental Health & Safety**

**Staff Tools and Resources**

**Information for Virtual:**

**Union Representative Sessions**

**UC Health and Welfare Benefits**

**UC Retirement Benefits**

# ZOOM

## Ground Rules

 **Microphone** Automatically Muted

 **Video** Automatically Disabled

 **Questions & Answers**

 **Break**

 **HR Virtual** Office Hours

A photograph showing three people, two men and one woman, leaning over a table and working on documents. They are holding pens and appear to be in a collaborative work environment. The background is a bright, out-of-focus window.

Log in and Register  
on the Learning Center today!

<https://www.learningcenter.ucsb.edu/>

Navigate your  
**first year** as  
UCSB Staff and  
explore the vast  
**opportunities**  
and **support**  
**services**  
available to **you**  
and your **newly**  
**hired**  
**colleagues.**

UC SANTA BARBARA  
Human Resources

**FYE: FIRST YEAR EXPERIENCE**

# The Big Reveal

## FYE Courses To Look Forward To

### Core Courses

- **Professional Development: We've Got You Covered**
- **Get Moving with TPS: Exploring Transportation Alternatives**
- **Employee Services: Here for You**
- **Staff Groups: Get Connected, Stay Connected**
- **How to Maximize Your Performance**

- **Diversity, Equity & Inclusion**
- **Advantages of Employeeship**

### Elective Courses

- **The Relationship and You: Working with Faculty**
- **Where Beauty Meets Brilliance: Looking Forward by Looking Back**

# Overview

UC and UCSB System

# UC Mission

## Teaching, Research and Public Service

The distinctive mission of the University is to serve society as a center of higher learning, providing long-term societal benefits through transmitting advanced knowledge, discovering new knowledge, and functioning as an active working repository of organized knowledge. That obligation, more specifically, includes undergraduate **education**, graduate and professional education, **research**, and other kinds of **public service**, which are shaped and bounded by the central pervasive mission of discovering and advancing knowledge.



# At-A-Glance

## Facts and Figures

### Education

- Total Enrollment: 280,380
- Alumni: 2.0 M
- Academic Disciplines: 160+
- Degree Programs: 800+

### Faculty and Staff

- Total Employed: 227,700
- UC is the state's 3<sup>rd</sup> largest employer





# UC System

## Campus Locations

### 1868

- UC Berkeley

### 1944

- UC Santa Barbara

### Today

- 10 Campus Locations
- 6/10 Locations Ranked in the Top 50 US Universities



# UC System

## Medical Centers and National Laboratories

- 5 Medical Centers
- 5 Level 1 Trauma Centers
- 3 National Laboratories
  
- Centers specialize in Complex Care
  - Provide:
    - 1/2 of all transplants
    - 1/4 of extensive burn care in California
  
- National Laboratories
  - The Regents of the University of California manage and operate U.S. Department of Energy (DOE) national laboratories



# UC Office of the President

## UCOP



### Fast Facts

- Board of Regents
- Student Support
- Medical Centers
- Academic, Research and Public Service
- UC Workforce

**Michael V. Drake, M.D.**  
President, University of California



# **Welcome to UCSB**

Named Best Place to Work—*three years running*

# Best Place to Work

## UC Santa Barbara

UC Santa Barbara is honored to be named Best Place to Work *for three years running*



**UC SANTA BARBARA**



# Where Beauty Meets Brilliance

## UC Santa Barbara



# History

UC Santa Barbara



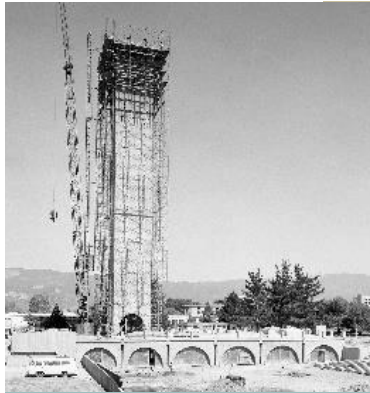
# UCSB

## Then and Now



# Through the Years

## A Timeline of UC Santa Barbara



Raising a Landmark  
1969



Inaugural Nobel  
1998

Pre-UC  
1921



Rising Through the Ranks  
1995

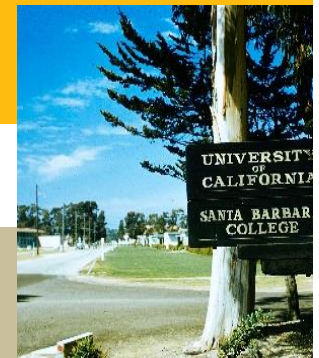


Olé!  
1936

Hello, UCSB!  
1958



New Digs  
1954



Entering the UC  
1944

# **UC Pride**

Distinguished Faculty and Alumni

# UCSB Pride

## Gaucha Legacy

**#1**



Green School

**#7**



Public National University

**#10**



National Institutes and Centers

**#60+**

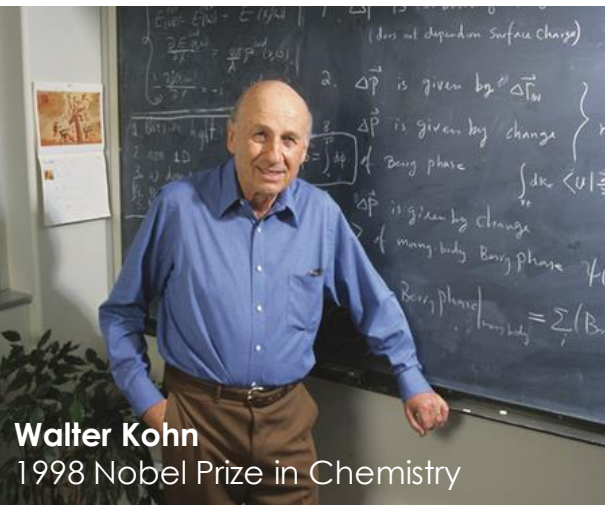


Guggenheim Fellows

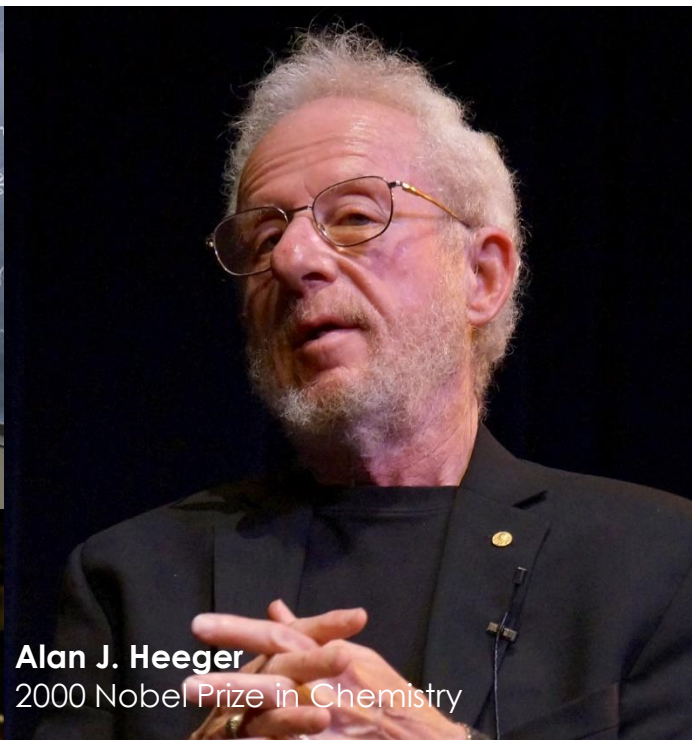


# Distinguished Faculty

## UC Santa Barbara



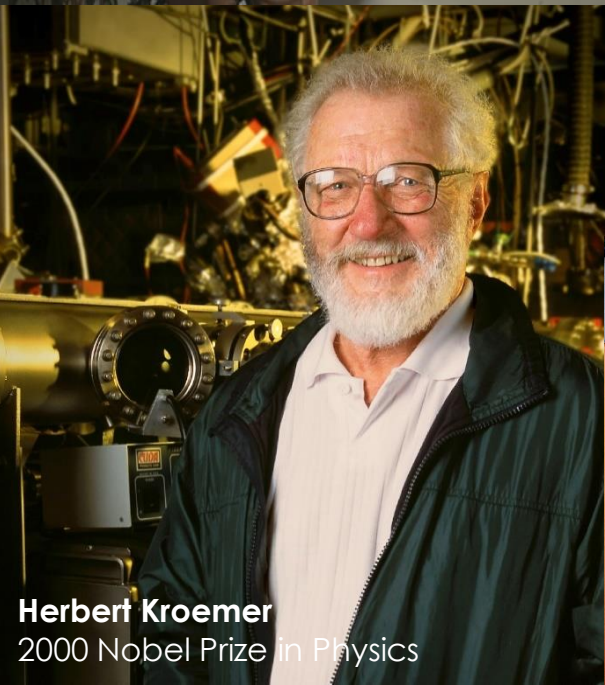
**Walter Kohn**  
1998 Nobel Prize in Chemistry



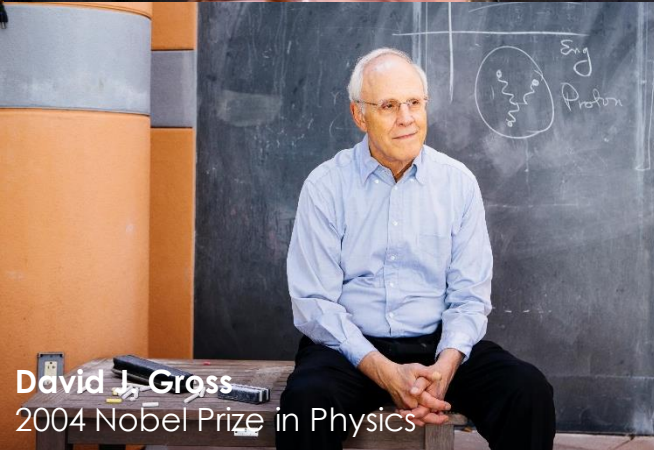
**Alan J. Heeger**  
2000 Nobel Prize in Chemistry



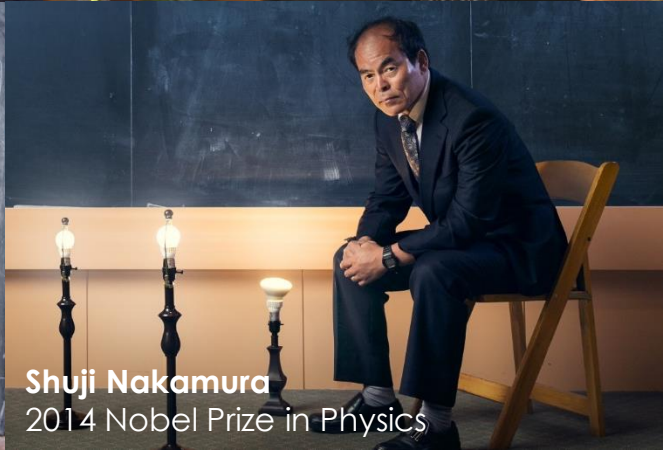
**Finn E. Kydland**  
2004 Nobel Prize in Economics



**Herbert Kroemer**  
2000 Nobel Prize in Physics



**David J. Gross**  
2004 Nobel Prize in Physics



**Shuji Nakamura**  
2014 Nobel Prize in Physics

# Distinguished Alumni

## UC Santa Barbara



Human Resources, Administrative Services Division

- Creatives
  - Michael Douglas, Actor & Producer
  - Harris Faulkner, TV Journalist
  - Jack Johnson, Singer & Songwriter
- Public Service
  - Lois Capps, U.S. Congresswoman
  - Salud Carbajal, U.S. Congressman
- Explorers
  - Robert Ballard, Discoverer of the Titanic
  - Leroy Chiao, Space Shuttle Astronaut
- Big Business
  - Nick Swinmurn, Founder of Zappos.com
  - Logan Green, Co-Founder & CEO of Lyft
- Sports
  - Jason Lezak, Olympic Gold Medal, Swimming
  - Alan "Big Al" Williams, NBA Player

**UC SANTA BARBARA**

# Strength in Numbers

## UC Santa Barbara Workforce

### Non-Academic Staff

- Student Workers: 3,967
- Career & Contract: 3,477

### Academic Personnel

- Faculty: 1,191
- Academic Staff: 2,721

**Total**  
**11,356**



# Acclaimed Academic Programs

## Colleges & Schools

### Majors, Degrees & Credentials

- 200+ majors, degrees and credentials
- 90+ undergraduate majors
- 50+ graduate programs

### Undergraduate Colleges

- College of Letters & Science
- College of Engineering
- College of Creative Studies

### Graduate Schools & Programs

- Graduate Division
- Bren School of Environmental Science & Management
- The Gevirtz Graduate School of Education

### Professional & Continuing Education

- Division of Professional and Continuing Education
- Technology Management Program



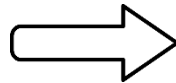
# Organizational Structure

UC and UCSB

# UC Leadership

## Chancellor and President

**Henry Yang**  
Chancellor, UC Santa Barbara



**Michael V. Drake, M.D.**  
President, University of California



# UCSB Leadership

## Chancellor and Cabinet

Henry Yang **Chancellor**

**Academic  
Affairs**  
Executive Vice  
Chancellor

**Administrative  
Services**  
Vice Chancellor

Associate  
Vice  
Chancellor,  
**External Affairs**

Associate Vice  
Chancellor,  
**Development**

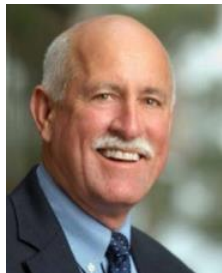
**Office of  
Research**  
Vice  
Chancellor

**Student Affairs**  
Vice Chancellor

**Office of  
Budget &  
Planning**  
Associate  
Chancellor



David  
Marshall



Garry  
Mac Pherson



John  
Longbrake



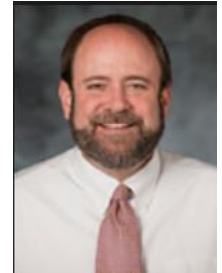
Vacant



Joseph  
Incandela



Margaret  
Klawunn

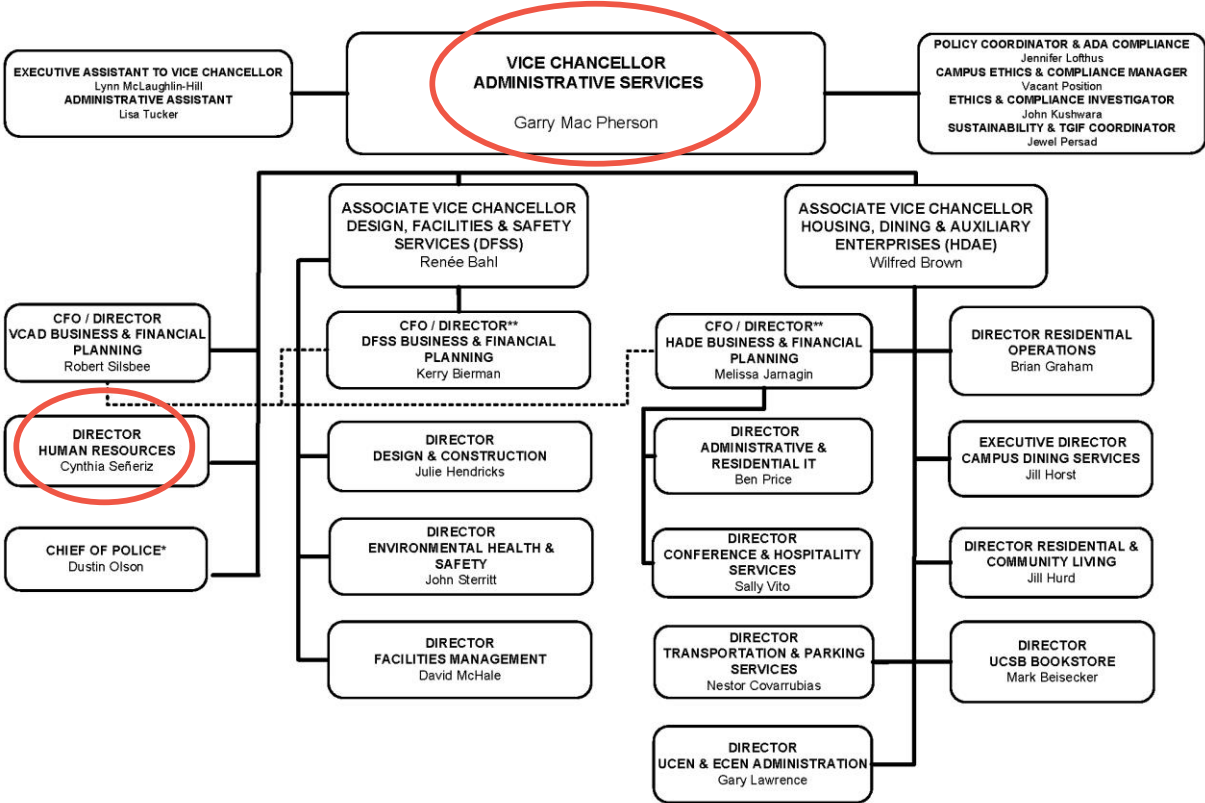


Chuck  
Haines

# Deeper Dive

## Organizational Chart

### VICE CHANCELLOR FOR ADMINISTRATIVE SERVICES

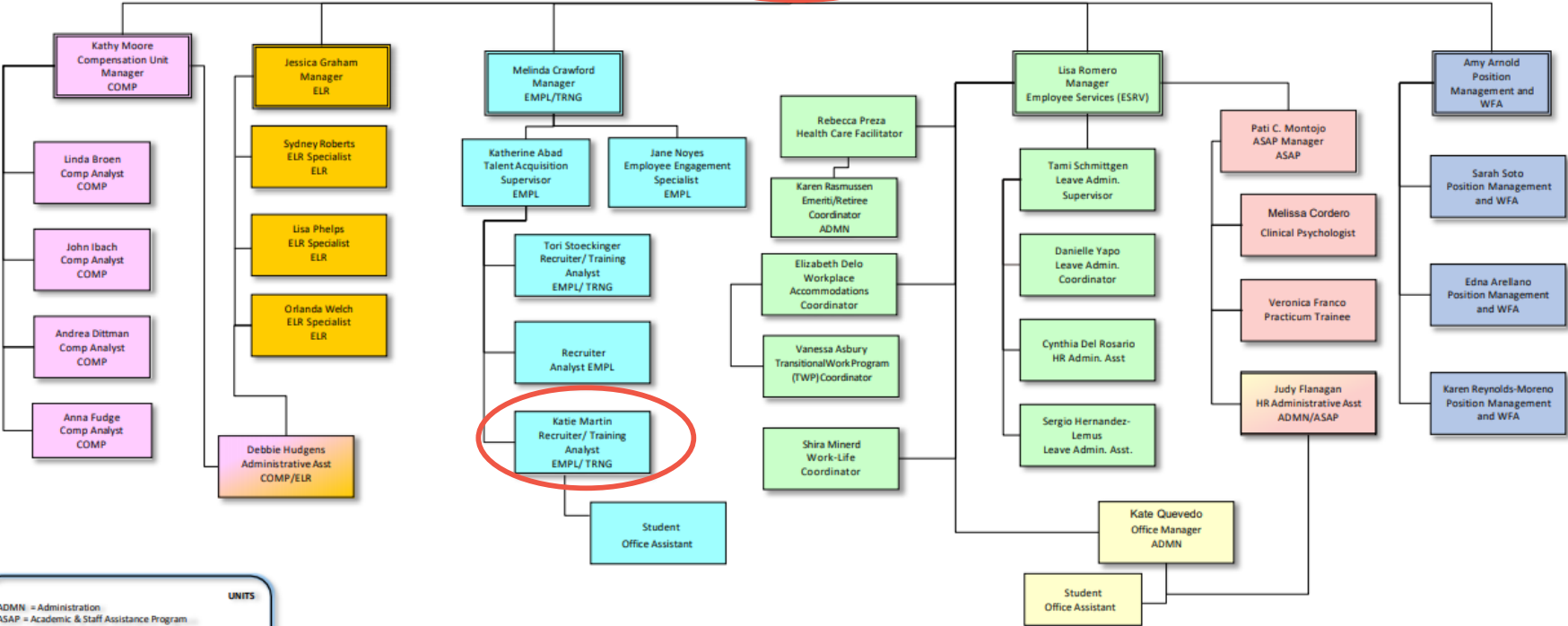
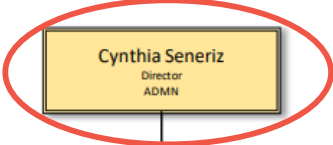


\*Direct reporting relationship to Chancellor Yang, Vice Chancellor Mac Pherson  
UCSB\*\* Indirect reporting to VCAD CFO Silsbee

# Where Do I Fit In?

## Organizational Chart

Human Resources Org.  
Chart  
April 29, 2020



**UNITS**

ADMN = Administration  
 ASAP = Academic & Staff Assistance Program  
 COMP = Compensation  
 ELR = Employee & Labor Relations  
 ESRV = Employee Services  
 EMPL = Employment  
 TRNG = Training & Development

# UCSB People Finder

<https://www.ucsb.edu/directory>

**Search for:**  
Faculty and Staff

←-----→

Name  Email Address  Department

First Name  Last Name

SEARCH FOR NEW CONTACTS BY:  
FIRST AND/OR LAST NAME  
EMAIL ADDRESS  
OR  
DEPARTMENT

**Search for:**  
Faculty and Staff

Name  Email Address  Department

Email

**Search for:**  
Faculty and Staff

Name  Email Address  Department

Human Resources

USE THE DROP-DOWN  
TAB TO FIND DEPARTMENT  
NAMES

# **UC Policies and Mandated Training**

UCSB Learning Center

# UCSB Personnel Policies

## Non-Represented, Represented Employees & Faculty

### Non-Represented Staff

#### Personnel Policies for Staff Members (PPSM)

- Salary
- Hours of Work
- Overtime
- Vacation
- Sick Leave
- Leaves of Absence
- Probationary Period

### Represented Staff

#### Union Contract

- Salary
- Hours of Work
- Overtime
- Vacation
- Sick Leave
- Leaves of Absence
- Probationary Period

### Faculty Member

#### Academic Personnel Manual (APM) & Red Binder

- Salary
- Leaves of Absence
- Appointment & Promotion
- Recruitment
- Benefits & Privileges
- Access & Conduct
- Additional Compensation



# UCSB Personnel Policies

## For Staff Members and Union Contract

**Human Resources**

Memos Forms FAQs Policies Contacts Search this site

ADMINISTRATIVE SERVICES UCSB

PROSPECTIVE EMPLOYEES NEW EMPLOYEES CURRENT EMPLOYEES MANAGERS/SUPERVISORS RETIREES

ASAP Benefits Compensation Leave of Absence Employee Services Employment Labor Relations Union Training

### POLICY

**Overview**

- Types of Appointments
- Employment
- Leaves
- Disciplinary and Separation Actions
- Complaint Resolution
- Workplace Conduct Policies
- Clery Act / Annual Security Report
- Local PPSM Policy 32 Overtime
- Local PPSM Policy 35 Protective Clothing & Equipment
- Local PPSM Policy 36 Classification of Positions

### WELCOME TO POLICIES & GUIDELINES

University of California staff employees in **non-represented titles** are covered by both [Systemwide Personnel Policies for Staff Members \(PPSM\)](#) and the campus' implementing procedures known as Local PPSM. In combination, these policies and procedures are designed to inform non-represented employees about the expectations and entitlements of the University with regard to their employment.

**Represented employees** are covered by [collective bargaining agreements](#) and not PPSM.

- ▶ [Personnel Policies for Staff Members \(PPSM\)](#)
- ▶ [Local Personnel Policies for Staff Members \(Local PPSM\)](#)
- ▶ [Local PPSM - Proposed Policy Changes For Review](#)
- ▶ [Employees Represented by Unions](#)

### Useful Links

- [Systemwide Personnel Policies for Staff Members \(PPSM\)](#)
- [Understanding UC Policies & Procedures](#)
- [Policies Governing Workplace Conduct](#)
- [UC Office of the President Policy Home Page](#)
- [UCSB Campus Policies & Procedures](#)
- [UCSB Academic Personnel Policies](#)

### Additional University Policies

- [Policies Governing Workplace Conduct](#)
- [UC Office of the President Policy Home Page](#)
- [UCSB Campus Policies & Procedures](#)
- [UCSB Academic Personnel Policies](#)

# Required Training

## Learning Center

### Required

- Substance Abuse Policy and Implementing Guidelines
- Ethical Values and Conduct
- Cyber Security Awareness Fundamentals
- Sexual Violence and Sexual Harassment Prevention Training

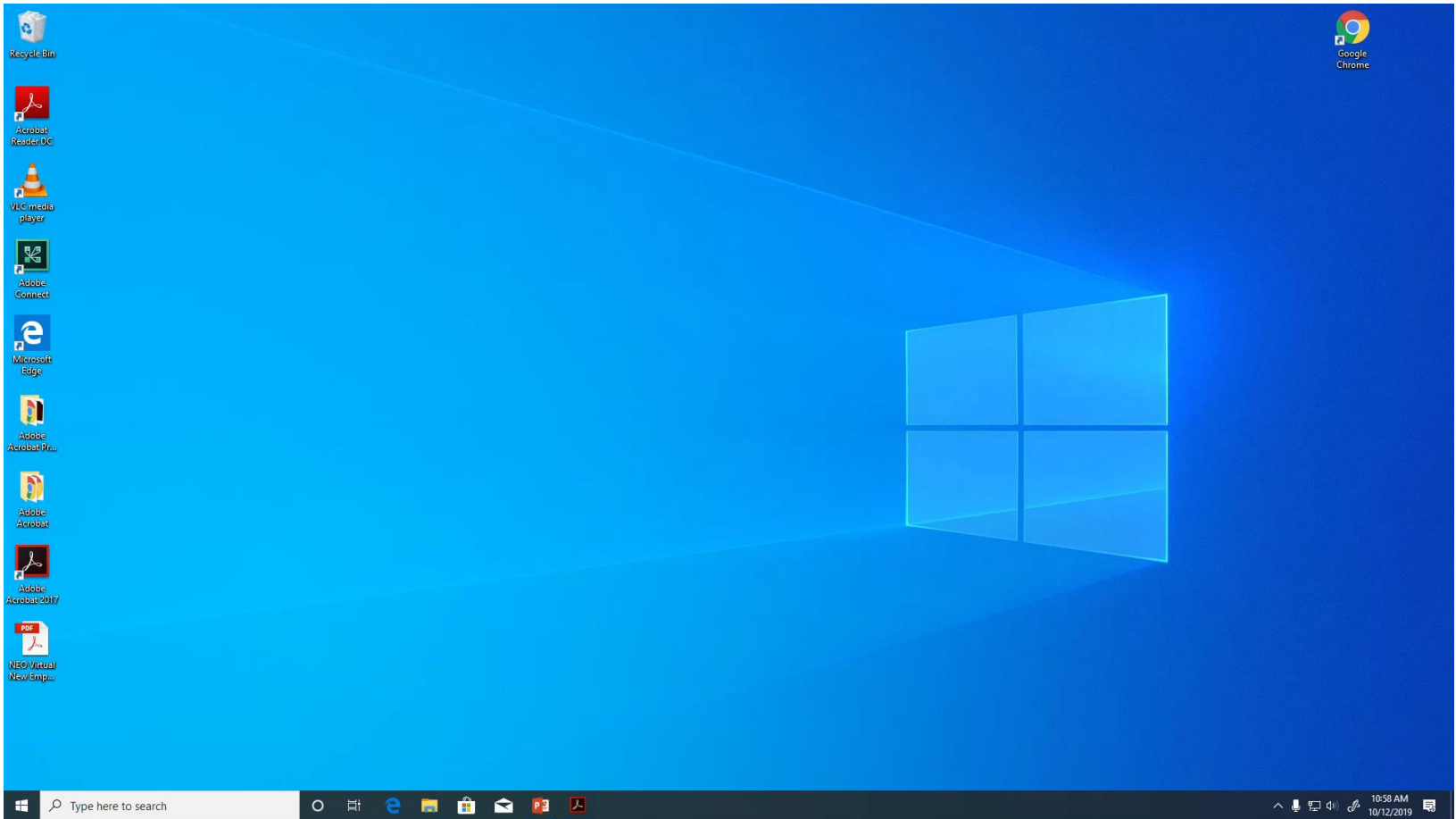
### Job-Specific

- Refer to your Learning Center “Required Training” tab

### Safe Campus Community



# How to Complete Required Training Learning Center



# **Cyber Security in the Workplace**

Sam Horowitz, Chief Information Security Officer (CISO)

Kip Bates, Associate Chief Information Security Officer

# You Are the Target

## Cyber Security

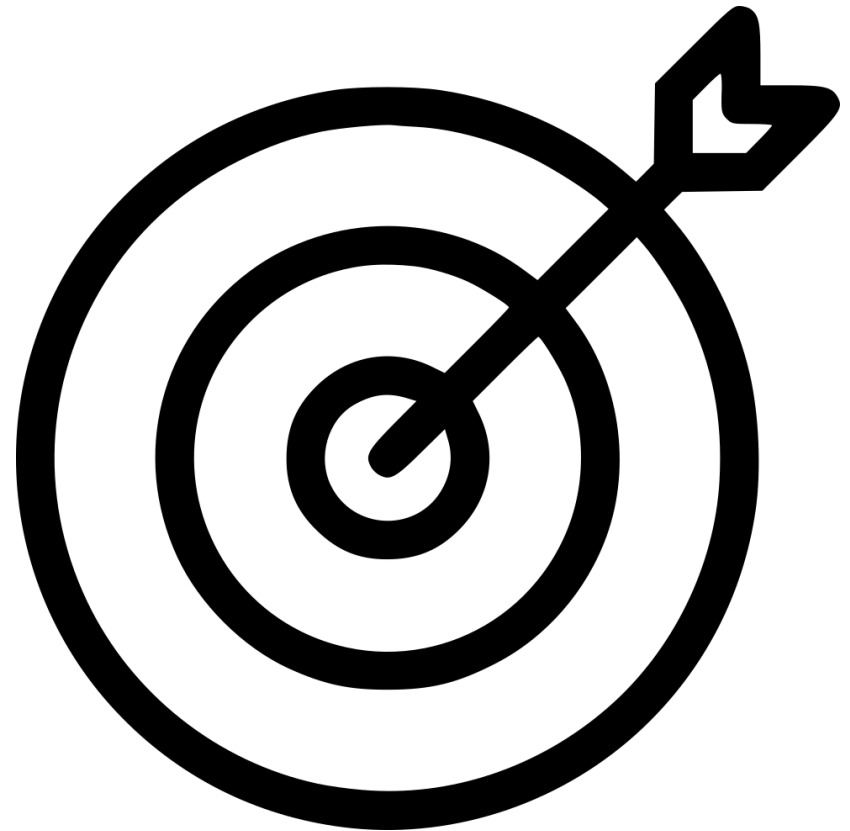
Data and computers belong  
to the university,

but...

you control the data that  
hackers want,

and

it's easier to hack you than  
your computer.



# You Hold the Keys

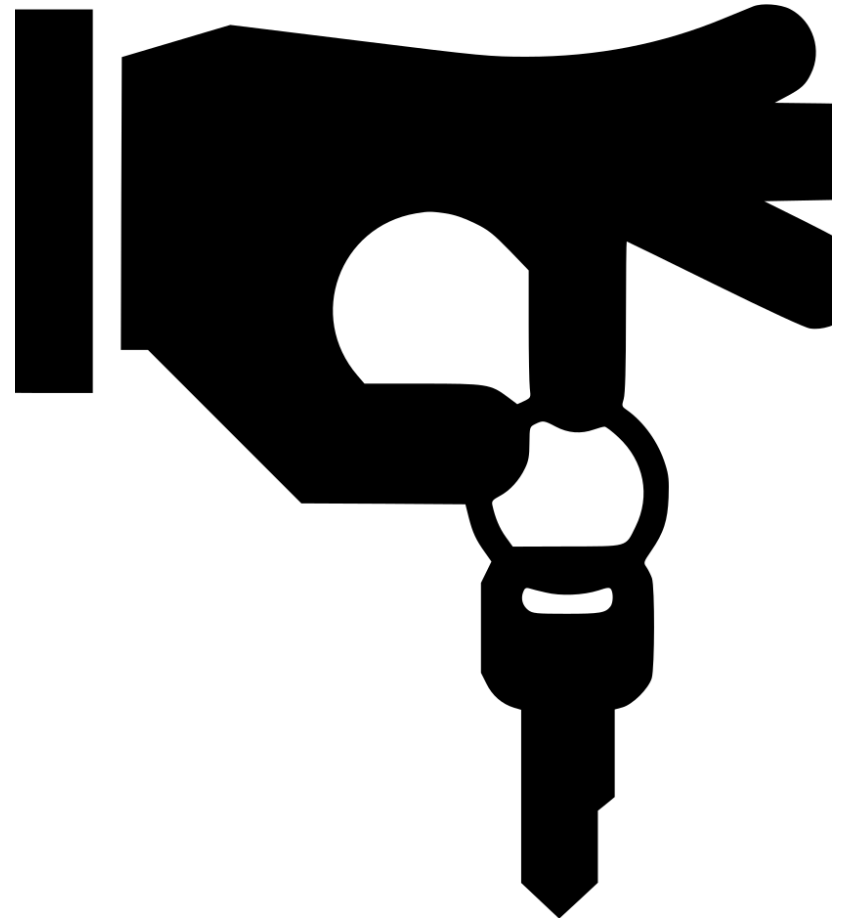
## Cyber Security

### UCSB NetID and Password

- Use strong passwords
- Do not share
- Do not use the same password for multiple sites

### Be Careful

- When clicking links
- Do not open email attachments
  - When in doubt, ask the sender



# Resources

## Cyber Security

### UCSB Information Technology

- <https://www.it.ucsb.edu/security>

### Learning Center

- Cyber Security Awareness Fundamentals

### IT Support Staff

- Identify who supports your Department/Unit

### ServiceNow Ticket

- <https://ucsb.service-now.com/it>





**Take a Break**

Resume at 10:15 AM



# **Safety in the Workplace**

Environmental Health & Safety

Rick Alvarado, Injury and Illness Plan Coordinator

Stephanie Montano, General Safety Specialist

# **NEW EMPLOYEE IIPP & EH&S ORIENTATION**

**UC SANTA BARBARA**  
Environmental Health & Safety

# EHS.UCSB.EDU

The screenshot shows the homepage of the Environmental Health & Safety website at UCSB. The header includes the UCSB logo, the title 'Environmental Health & Safety', and the subtitle 'DESIGN, FACILITIES & SAFETY SERVICES'. Navigation tabs for 'HOME', 'ABOUT US', 'PROGRAMS & SERVICES', 'TRAINING', and 'CONTACTS' are visible. A search bar and buttons for 'HAZARD', 'NEAR MISS', and 'INCIDENT/INJURY' are also present. The main content area features a welcome message, 'What's New' updates, and a 'Career Opportunity' for the Director. A large image shows a person in a lab coat working in a laboratory. Below this are two columns: 'PROGRAMS & SERVICES' with a list of services and 'QUICKLINKS' with a list of key documents and reports. The footer contains contact information and copyright details.

UCSB # • ADMINISTRATIVE SERVICES # Search this site


Environmental Health & Safety  
DESIGN, FACILITIES & SAFETY SERVICES

HAZARD NEAR MISS INCIDENT/INJURY

HOME ABOUT US PROGRAMS & SERVICES TRAINING CONTACTS

Welcome to Environmental Health & Safety.  
We provide guidance and services to the campus community to promote the integration of health, safety, and environmental stewardship into all University activities.

**What's New?**  
Updated and revised EH&S Guide to Services [↗](#). Please use this guide [↗](#) to assist in contacting EH&S support staff.  
**Career Opportunity**  
Director, Environmental Health & Safety [↗](#)



**PROGRAMS & SERVICES**

Biological Safety	➤	General Safety	➤
Controlled Substances	➤	Hazard & Exposure Assessments	➤
Dive & Boat Safety at UCSB	➤	Hazardous Waste	➤
Dive & Boat Safety Consortium	➤	Industrial Hygiene	➤
Emergency Planning	➤	Injury & Illness Prevention	➤
Environmental Compliance	➤	Lab Safety & Chemical Hygiene	➤
Environmental Health	➤	Personal Protective Equipment (PPE)	➤
Ergonomics	➤	Radiation Safety	➤
Field Safety	➤	Risk Management	➤
Fire Prevention	➤	Workers' Compensation	➤

**QUICKLINKS**

- Protection from Wildfire Smoke
- UC Inspect
- EH&S Services Overview [↗](#)
- EH&S Program Responsibilities Matrix [↗](#)
- Safety Spotlight Newsletters [↗](#)
- OSHA's Form 300A: Summary of Work-Related Injuries & Illnesses for 2018 [↗](#)
- Annual Security Report [↗](#) | Annual Fire Safety Report | 60 Day Fire Log
- Safety Data Sheets (MSDS)

Environmental Health & Safety  
University of California, Santa Barbara  
Santa Barbara, CA 93106-5132  
805.893.7534

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# INJURY ILLNESS PREVENTION PLAN

## CAMPUS IIPP

OVERARCHING CAMPUS HEALTH & SAFETY  
PROGRAM

APPLIED TO ALL CAMPUS EMPLOYEES

REQUIRES CUSTOMIZED WRITTEN DEPARTMENTAL  
PROGRAM LOCATED IN THE UCSB HEALTH & SAFETY  
BINDER

SEE SOMETHING   SAY SOMETHING   REPORT A HAZARD

# INJURY ILLNESS PREVENTION PLAN

## RESPONSIBILITIES

ADHERE TO SAFE WORK PRACTICES AND PERFORM YOUR JOB FUNCTION SAFELY

OBSERVE HEALTH AND SAFETY RELATED REGULATIONS, SIGNS, WARNING SIGNALS, DIRECTIONS, & ETC

BECOME FAMILIAR WITH BUILDING EMERGENCY PLANS & ASSEMBLY AREAS

PARTICIPATE IN TRAINING & DEPARTMENTAL SAFETY MEETINGS

REPORT ACCIDENTS, INJURIES OR POTENTIAL HAZARDS TO YOUR SUPERVISOR OR EH&S

KNOW IDENTITY OF DSR & LOCATION OF THE DEPARTMENT SAFETY BULLETIN BOARD

COOPERATE & ASSIST WITH INVESTIGATIONS OF WORKPLACE ACCIDENTS & INCIDENTS

# INJURY ILLNESS PREVENTION PLAN

## WHAT IS THE INJURY AND ILLNESS PREVENTION PROGRAM?

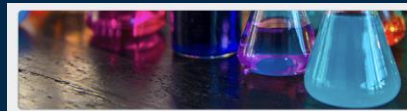
The IIPP is the most important health and safety [regulation](#) /program on campus, and in California. The IIPP law is administered by the *California Occupational Safety and Health Administration (Cal-OSHA)*. In short, this law requires employers to establish the following **foundation safety program elements** that apply to all workers regardless of their particular job duties:

1. Ensure that workers are trained in, and comply with, safe work practices
2. Inspect for and correct unsafe/unhealthy work conditions as soon as possible
3. Maintain documentation of all training and inspections
4. Encourage workers to report unsafe conditions ([Hazard Reporting Form](#)) without fear of reprisal
5. Communicate safety issues in a way that is understandable to all workers
6. **Report** and investigate all occupational injuries

### Useful Links

[OSHA's Form 300A: Summary of Work-Related Injuries and Illnesses for 2018](#)

Cal/OSHA "Safety and Health Protection on the Job" poster must be displayed on appropriate safety bulletin boards in each department.



## Hazard Reporting Form

UCSB employees and students may use this form to report any unrecognized, or uncontrolled safety issues to Environmental Health & Safety. EH&S will investigate the safety issue to determine if mitigations are needed. Reports may be submitted anonymously if desired. Employees are advised that it would be illegal for an employer to take any action against an employee in reprisal for exercising their rights to report safety issues.

If you encounter problems submitting the form online, you can download a PDF version of this form ([http://www.ehs.ucsb.edu/files/docs/hazard\\_report\\_form.pdf](http://www.ehs.ucsb.edu/files/docs/hazard_report_form.pdf)) and submit it via campus mail (mail code 5132) or fax (805.893.8659).

\* Required

Hazard, unsafe condition or practice \*

Your answer

Location: \*

Your answer

Suggestion for improving safety:

Your answer

Has this matter been reported to your supervisor?

Yes

No

Next

# INJURY ILLNESS PREVENTION PLAN

## ACCIDENT & EXPOSURE INVESTIGATION PROCEDURES

CAMPUS INJURY REPORTING SYSTEM (INCIDENT REPORT) FOR ALL WORK RELATED INJURIES AND ILLNESS (SUPERVISORS MUST REPORT ALL WORK-RELATED INJURIES WITHIN 24 HOURS).

FOR SERIOUS OR LIFE THREATENING INJURIES CALL 911 (9-911 CAMPUS PHONE) AND SEEK MEDICAL TREATMENT IMMEDIATELY IF NECESSARY.

NON-SERIOUS SHOULD BE REPORTED TO SUPERVISOR OR WORKER COMPENSATION OFFICE PRIOR TO SEEKING MEDICAL TREATMENT USING THE 24-HOUR INJURY REPORTING HOTLINE.

# INJURY ILLNESS PREVENTION PLAN

## EMERGENCY INFORMATION FLIP CHART

CONTAINS INFORMATION ON:


RESPONDING TO VARIOUS CAMPUS  
EMERGENCY SCENARIOS

BUILDING SPECIFIC EMERGENCY  
INFORMATION PLAN SUCH AS

- EMERGENCY ASSEMBLY POINTS
- OTHER BUILDING SPECIFIC  
EMERGENCY INFORMATION

**EMERGENCY**

911	Emergency
9-911	Emergency Campus Telephones
805-893-3446	UCSB Police Dispatch (from cell phones)
888-488-UCSB (888-488-8272)	Campus Emergency Information (toll free)
888-SB-ROADS (888-727-6237)	Santa Barbara Road Conditions (toll free)
800-427-ROAD (800-427-7623)	California Road Conditions (toll free)
211 (800-400-1572)	SB County Health & Human Services (from cell phones)
1610 AM (Within 3 miles of UCSB)	Parking/Emergency Information
91.9 FM (KCSB)	Campus Radio Station
www.ucsb.edu	UCSB Campus Web Site

Environmental Health & Safety 2008 

EMERGENCY MANAGEMENT AT UCSB

CIVIL DISTURBANCE OR DEMONSTRATION

EXPOSURE TO BLOOD OR OTHER POTENTIALLY INFECTIOUS MATERIALS

SHELTER-IN-PLACE

MEDICAL EMERGENCY

SEVERE WEATHER

FIRE

SUSPICIOUS PACKAGE/MAIL

RADIOACTIVE CONTAMINATION/SPILLS

CHEMICAL INCIDENTS

VIOLENCE/CRIME IN PROGRESS/ACTIVE SHOOTER

EARTHQUAKE / TSUNAMI

EVACUATION OF CAMPUS/BUILDINGS/PERSONS WITH DISABILITIES

BOMB THREATS

UTILITY FAILURE / POWER OUTAGES IN LABORATORIES

BUILDING-SPECIFIC EMERGENCY INFORMATION



# INJURY ILLNESS PREVENTION PLAN

ALERT.UCSB.EDU

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## UCSB Alert

**UCSB Alert** is an alert system that allows University Officials to contact you during an emergency by sending text messages to your:

- Email account (school, work, home other)
- Cell phone, smartphone and other handheld devices

# INJURY ILLNESS PREVENTION PLAN

## ERGONOMIC SERVICES TO STAFF & FACULTY

INDIVIDUAL OFFICE ERGONOMIC ASSESSMENTS

INDIVIDUAL NON-OFFICE ERGONOMIC ASSESSMENTS & JOB SPECIFIC TRAINING

ERGONOMIC DEPARTMENT & GROUP TRAINING

BACK CARE, SAFE LIFTING TECHNIQUE & BODY MECHANICS TRAINING

ERGONOMIC PRODUCT EVALUATION, RECOMMENDATION & WORKSPACE DESIGN

# **NEW EMPLOYEE IIPP & EH&S ORIENTATION**

**UC SANTA BARBARA**  
Environmental Health & Safety

# **Services, Resources and Amenities**

Work-Life Balance

HR Department

ServiceNow

# Resources

## Work-Life Balance

- **HR** Role
- **Employee** Services
- **Training** and Educational Opportunities
- **Transportation** Options
- **Get** Involved on Campus
- **Campus** Perks and Amenities

**FYE: FIRST YEAR EXPERIENCE**

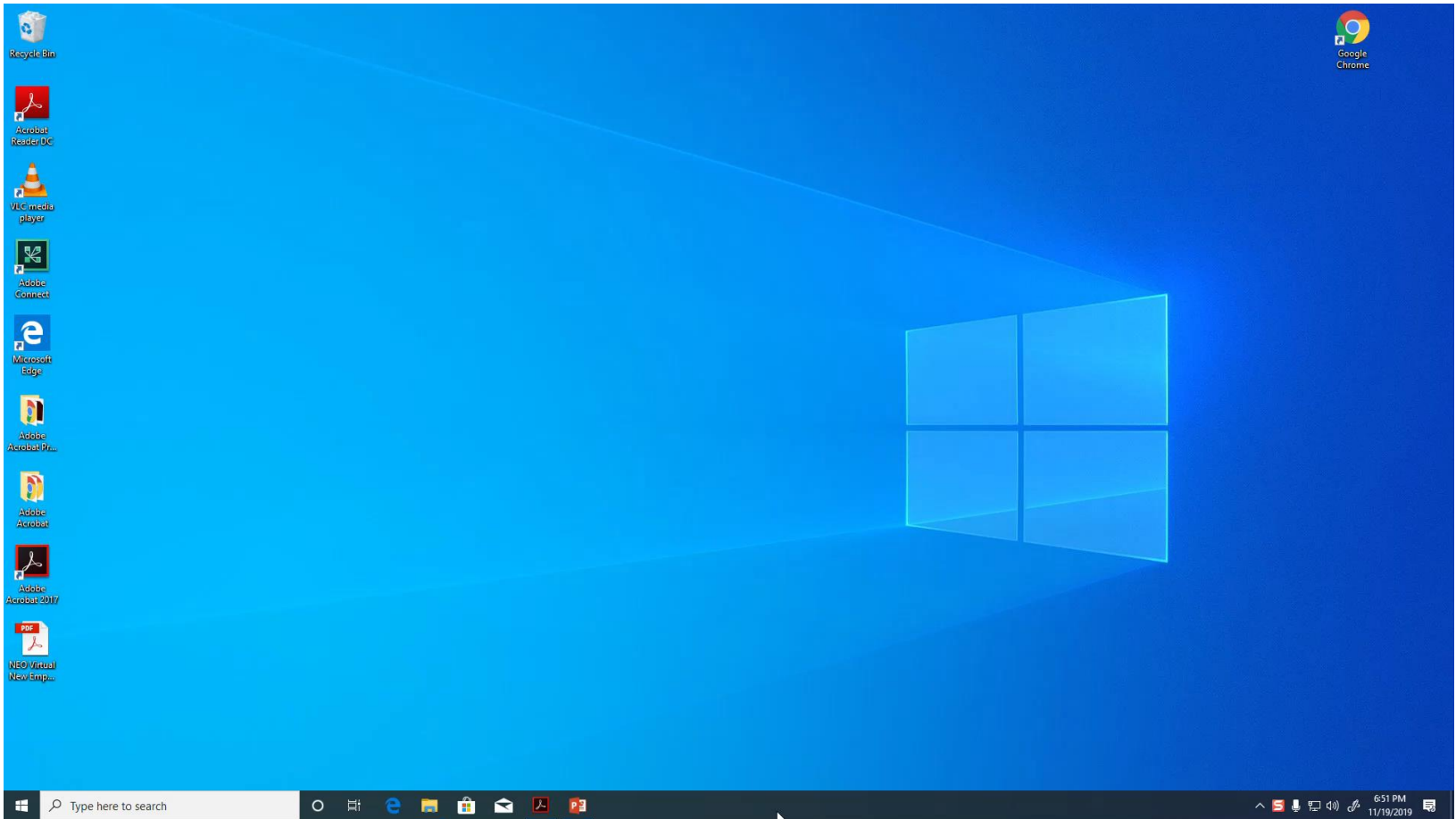
# At Your Service

## Human Resources Department



# How to Request Assistance

## UCSB ServiceNow



## **Employee Services**

Academic and Staff Assistance Program (ASAP)

Office of the Ombuds



# Academic and Staff Assistance Program

## ASAP

### Promoting the wellbeing of:

- Academic Personnel
- Faculty
- Staff
- Eligible Family Members

### By assisting with confidential:

- Consultation
- Counseling
- Psychological Wellness Training
- Threat Assessment and Management

### Code of Ethics:

- Confidential & Cost-Free

Email: [asap@hr.ucsb.edu](mailto:asap@hr.ucsb.edu)

Call (805) 893-3318



Academic & Staff Assistance Program

# Find Direction

## Office of the OMBUDS

### Promoting the wellbeing of:

- Faculty
- Staff
- Students

### By assisting with confidential:

- Consultation
- Mediation
- Facilitation
- Retreats
- Workshops

### Code of Ethics:

- Confidential
- Informal
- Impartial
- Independent

**Call (805) 893-3285, no email**



# **Training and Educational Resources**

Development and Education

Training Programs and Certificates

Self-Paced Training

# Training and Educational Opportunities

## Scholarships and Discounts

### UCSB 2/3 Reduced Fee Program

- Apply for admission
- Submit HR ServiceNow ticket
- HR determines eligibility
- Registrar's office applies credit

### UCSB Professional and Continuing Education (PaCE)

- Register and save 25% on courses
- Eligible family can save 15%
- PaCE Scholarships up to \$600



UC SANTA BARBARA | EXTENSION  
Professional and  
Continuing Education

### Dilling Yang Staff Scholarship Program

- Submit HR ServiceNow ticket
- Submit application
- Provide proof of payment
- HR issues reimbursement
- Complete evaluation form



# Training and Educational Opportunities

## Programs and Certificates

### All Staff Development

- Supervisory Certificate Program ([SCP](#))
- UC People Management Series and Certificate Program ([UC PMCP](#))

### Manager and Supervisory Development

- Management Development Program ([MDP](#))
- Management Skills Assessment Program ([MSAP](#))



# Always Be Learning

## LinkedIn Learning

“If you are not willing to learn, no one can help you. If you are determined to learn, no one can stop you.”

### Zig Ziglar

American author, salesman, and motivational speaker

- Thousands of Courses
- Audio-Only Mode
- Custom Learning Paths
- Certification
- Connect to LinkedIn Profile
- Q&A



LEARNING  
WITH Lynda.com® CONTENT

To log in, please visit: <https://www.learningcenter.ucsb.edu/>

# Advance Your Career

## My UC Career

- Begin Career Discovery
- Job Search
- Resume
- Tell Your Story
- Network and Research
- Pre and Post Interview



# FYE: FIRST YEAR EXPERIENCE

## **Transportation**

Transportation Options  
Complimentary Shuttles

On-Campus Alternatives  
Electric Vehicles



# Transportation and Parking Services (TPS) Permits



## **Parking Permits**

\$8 daily or \$37.50/mo  
with payroll deduction

## **Carpool Permits**

\$18.75/mo

## **Transportation Alternatives Program (TAP)**

57 hours of complimentary parking/quarter for those who commute to UCSB by foot, skateboard, bicycle, bus, carpool, vanpool or train.

**For More** Information  
<https://www.tps.ucsb.edu/>

# Transportation and Parking Services (TPS)

## On-Campus Alternatives



### **Additional Support**

Associated Students  
[Bicycle Shop](#)  
TAP [Bicycle Program](#)  
[Zipcar](#) Car Share

### **Public Safety Services**

CSO [Safety Escort  
Service](#)  
893-2000

# Time to Take Charge

## Electric Vehicle Charging Stations



### **UCSB Electric Vehicle** Charging Stations

Available in Lots  
1, 10, 18 and 22

Fee: by the kWh  
through ChargePoint  
or via permit for non-  
network trickle  
chargers

**For More** Information  
<http://tps.ucsb.edu/>

# UCSB Shuttle MTD Line 28

- UCSB
- El Colegio
- Santa Catalina Hall
- Phelps Road
- Camino Real Marketplace



# **Get Involved, Stay Involved**

Newsletters

Mentorship

Campus Committees

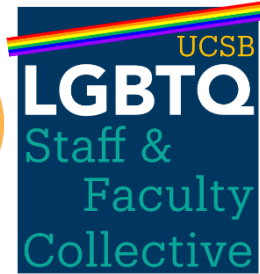
# Get Connected, Stay Informed

## Gaucha Voice

1. <http://eepurl.com/byxgs9>  
OR Send email to [listserv@ucsb.edu](mailto:listserv@ucsb.edu)
2. Enter SUBSCRIBE SLIST-L into the BODY of the email
3. Do not include any other text or signatures
4. Sit back and receive events, organization announcements and staff-specific opportunities!



# Leadership and Service Opportunities for Staff



**Staff Assembly**  
UC, Santa Barbara

Young Professionals Network



LGBTQ Mentorship Program

**ucsbBLACK**



Staff Council  
University of California, Santa Barbara



**Military Staff Association**

- Staff Assembly
- CSAC
  - Chancellor's Staff Committee
- UC AMP
  - University of California Administrative Management Professionals
- LUM
  - UCSB Networking Association
- Professional Women's Association
- YPN
  - Young Professionals Network
- APIA
  - Asian Pacific Islander Alliance
- ucsbBLACK
- LGBTQ Staff & Faculty Collective
- LGBTQ Mentoring Program
- Trans\* Task Force
- Toastmasters
- United Way
- Military Staff Association



# Gaucha Mentor Connection (GMC)

Professional Development, Networking, and Skill Acquisition

Gaucha Mentor Connection is a year-long program that aims to connect staff members at UCSB via mentor-mentee relationships.

Mentorship is a vital part of personal and professional development, and offers benefits for both the mentee and the mentor.

Application window: July 1 - August 31, 2024

For more information, email: [gaucha.mentor@gmail.com](mailto:gaucha.mentor@gmail.com)





# Tenets of Community

## Diversity, Equity and Inclusion

### For the Campus Community

- Workplace Accommodations
- Veteran's Resource Center
- Women's Center
- Resource Center for Sexual & Gender Diversity (RCSGD)
- Campus Advocacy Resources & Education (CARE)
- Multicultural Center
- Alcohol & Drug Program

### For the Student

- Counseling & Psychological Services (CAPS)
- Undocumented Student Services
- Disabled Students Program (DSP)
- Non-Traditional Students Center
- Office of International Students & Scholars (OISS)
- Educational Opportunity Program & Cultural Resource Centers

# **Perks and Amenities**

Perks and Activities

Amenities and Resources

Entertainment and Dining

# Observed Holidays 2020

## Celebrate All Year Long

- New Year's Day
- Martin Luther King Day
- Presidents Day
- Cesar Chavez Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas
- New Year's Eve

# Much Appreciated Staff Appreciation Week

## Five Days of Fun

- Ice Cream Social
- Food Trucks at Lunch
- Cookie Contest
- Arts & Crafts Bazaar
- Staff Social
- Staff Assembly Drawing
- Tours: The REEF & Storke Tower
- Citation of Excellence Awards presented at Chancellor's Luncheon



# Nurturing the Whole Self

## Wellness Amenities

### UCSB Department of Recreation

#### Faculty and Staff Wellness

- Fitness Classes
- Workstrong Program
- Diabetes Prevention Program
- Personal Training
- Nutrition Consulting

#### Gauche Rec Classes

- Arts & Crafts
- Certification
- Dance
- Mind & Body
- General Interest
- Martial Arts & Self Defense
- Sports

### Something Good Organics

#### Community Supported Agriculture

- CSA is a direct link between farmer and the consumer
- Produce harvested within 24 hours of delivery to Campus
- Sign up for a subscription



# Centralized Family Support

## My Family Resources

- [Orfaea Family Children's Center](#)
- [University Children's Center](#)
- [UCSB Youth Programs & Summer Day Camp](#)
- [Family and Medical Leave](#)
- [Lactation Support Program](#)
- [Sittercity.com](#) Membership



# Home Is Where the Heart Is

## UCSB Housing

### UCSB Community Housing Office

Assistance in locating a rental property near campus

For more information, contact:

(805) 893-4371 or  
[ucsbcho@housing.ucsb.edu](mailto:ucsbcho@housing.ucsb.edu)

### Coastal Housing Partnership

Dedicated to serving the community by assisting local employees with home buying needs

For more information, contact:

(805) 969-1025 or  
<https://www.coastalhousing.org/>



# A World of Ideas

## UCSB Library

- **Library** Card = Access Card
- **Interlibrary** Loan (ILL)
- **Quarter** Book Loan Period
- **Off-Campus** Database Access
- **Events**, Exhibitions & Readings
- **Subject** Matter Experts





# Something for Everyone

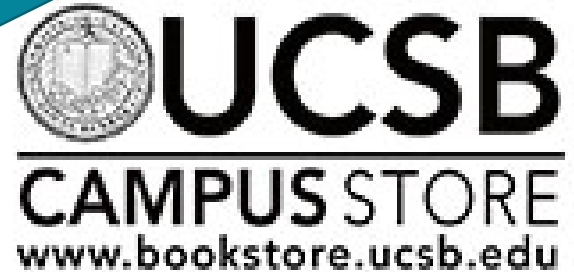
## UCSB Events

- UCSB Arts & Lectures
- UCSB Department of Theatre and Dance
- UCSB Department of Music
- MultiCultural Center
- AD&A Museum
- UCSB Events Tickets



# Everything Under One Roof University Center (UCEN)

To get request an access card remotely: Send an email to [ucen-access@ucsb.edu](mailto:ucen-access@ucsb.edu) requesting the card. Include a picture (jpeg) of the person needing a card plus a recharge form with the account # to be charged.



# A Plethora of Options

## Campus Dining

### Break Bread at the UCEN



- Jamba Juice
- Panda Express
- Romaine's
- Root 217
- Santorini Island Grill
- Starbucks Coffee
- Subway
- Wahoo's Tacos

# Help us, Help you

## Resources and Survey Monkey

New Employee, a resource for the first 31 days:  
<https://www.hr.ucsb.edu/new-employees>

Current Employees, a resource beyond your first few weeks:  
<https://www.hr.ucsb.edu/current-employees>



# Collective Bargaining Units

Are you Represented by a Union?

**If you are represented by a union,  
you will be contacted directly to  
meet with your union representative  
virtually.**

# UCPath Benefits Webinar

## UC Health & Welfare Benefits

- Employees who are eligible for **Full** benefits and Primary Retirement Benefits (UC Retirement Choice UCRP)  
**Every Friday from 10:30AM to 12:00PM (weekly)**
- Employees who are NOT eligible for UCRP (**Mid-Level** and **Core** benefits)  
**2<sup>nd</sup> Thursday of the Month from 10:30AM to 12:00PM (monthly)**

### How to Attend

- Join [zoom.us](https://zoom.us) Meeting:  
<https://UCOP.zoom.us/j/9517875041>
- Meeting ID code: 951 787-5041
- Pre Recorded Version:  
<https://www.ucop.edu/ucpath-center/files/mypath/benefits/new-employee-benefits-orientation.mp4>

### Questions

- Submit an inquiry to the UCPath Center via your UCPath Dashboard
- Need a personalized Roadmap? Submit a ticket via [UCSB HR Service Now](#) → *Human Resources/Benefits Administration /Request for New Employee Benefits Orientation*

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