

# **Agenda**Today's Experience

Overview

**UC Pride** 

**Organizational Structure** 

**UC Policies and Mandated** 

Information Technology

**Training** 

**Staff Tools and Resources** 

Information for Virtual:

**UC Health and Welfare Benefits** 

**UC Retirement Benefits** 



Forty minutes of insight + fun!

The FYE program was created with our new colleagues in mind, but we have found this information incredibly relevant to our campus colleagues equally.

The FYE is open to all UC Santa Barbara staff. Register on Shoreline.

PROFESSIONAL
DEVELOPMENT:
WE'VE GOT YOU COVERED

GET MOVING WITH TPS: EXPLORING TRANSPORTATION ALTERNATIVES

FIRST
YEAR
EXPERIENCE

EMPLOYEE SERVICES: HERE FOR YOU

WORKING WITH FACULTY: THE RELATIONSHIP & YOU

STAFF GROUPS: GET CONNECTED, STAY CONNECTED

ADVANTAGES OF EMPLOYEESHIP: BEYOND BENEFITS PERFORMANCE MATTERS: MAXIMIZE YOUR PERFORMANCE

## **Overview**

UC + UCSB System

### **UC** Mission

### Teaching, Research + 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

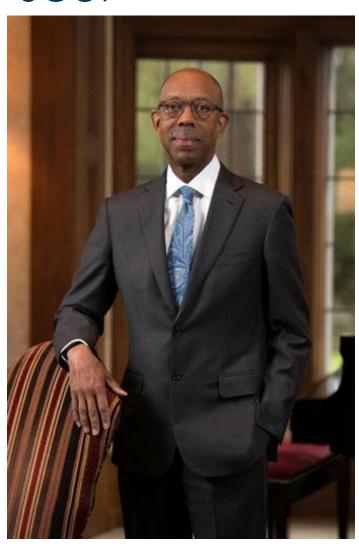


# UC System Medical Centers + National Laboratories

- 5 Medical Centers
- 5 Level 1 Trauma Centers
- 3 National Laboratories
- Centers specialize in Complex Care
  - Provide:
  - ½ of all transplants
  - ¼ 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



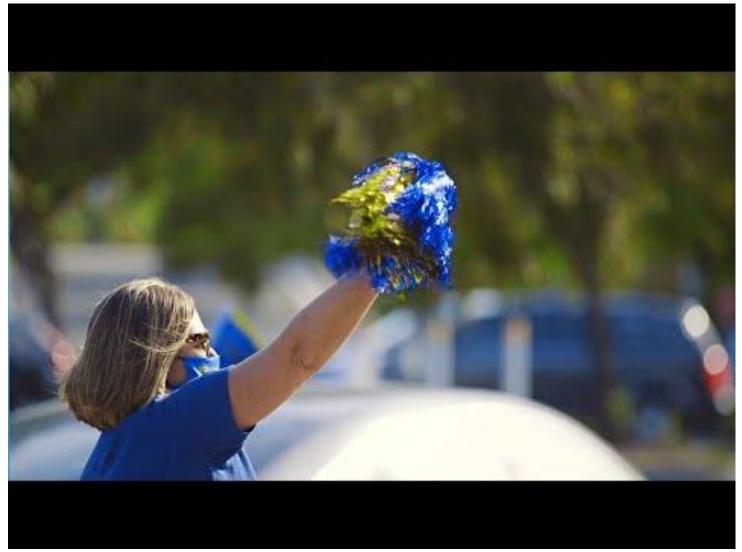
# **UCOP**UCOP



#### **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

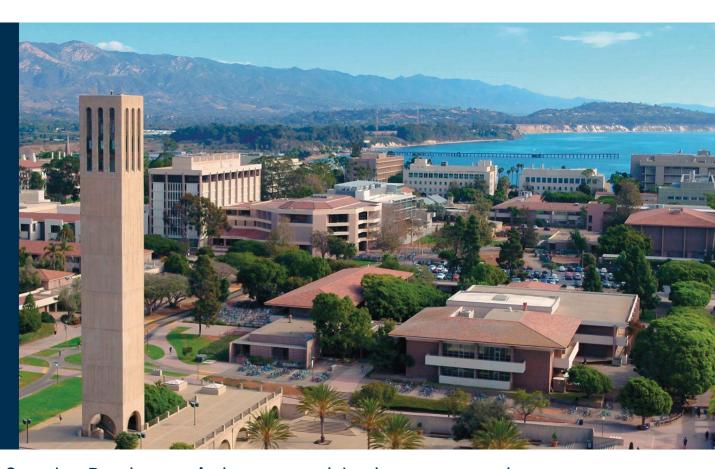
Named Best Place to Work—five years running

# Best Place to Work UC Santa Barbara

2021

Best Place to Work





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

## History

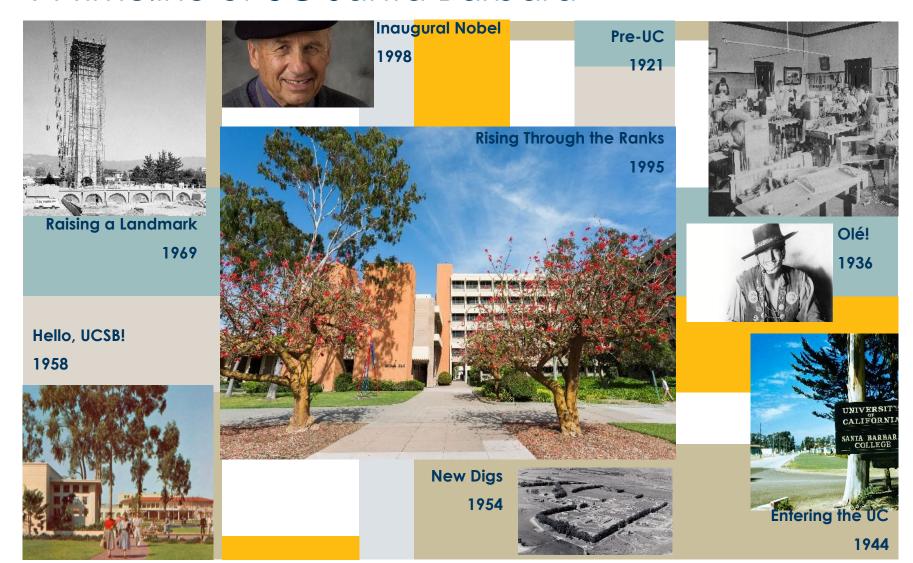
UC Santa Barbara

## UCSB Then + Now



## Through the Years

## A Timeline of UC Santa Barbara



## **UC Pride**

Distinguished Faculty and Alumni

# **UCSB Pride**Gaucho Legacy

#1



Green School

#5



**Public National University** 

#10

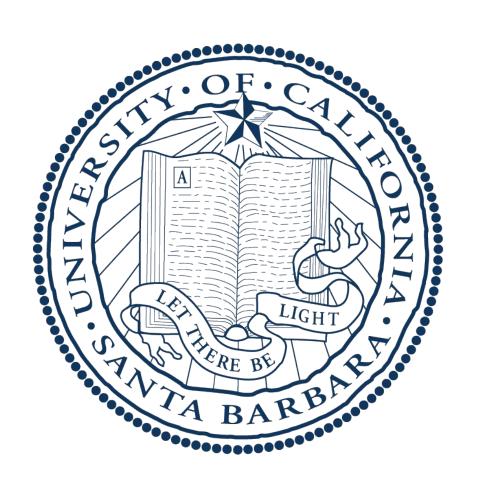


National Institutes and Centers

#60+



Guggenheim Fellows



# **Distinguished Faculty** UC Santa Barbara



# **Distinguished Alumni**UC Santa Barbara



#### 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**

By the Numbers

## **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 + 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 Finance & Resource Management Associate Chancellor



David Marshall



Garry Mac Pherson



John Longbrake



Vacant



Joseph Incandela



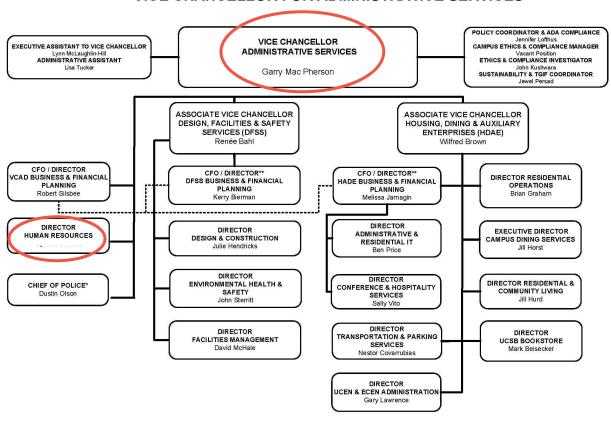
Margaret Klawunn



Chuck Haines

# **Deeper Dive**Internal Organizational Chart

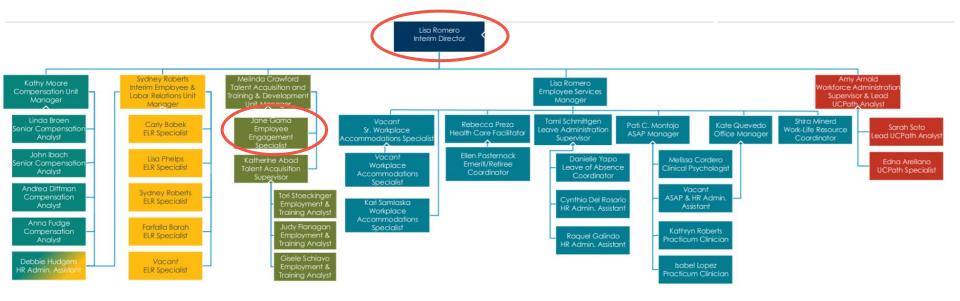
#### VICE CHANCELLOR FOR ADMINISTRATIVE SERVICES



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

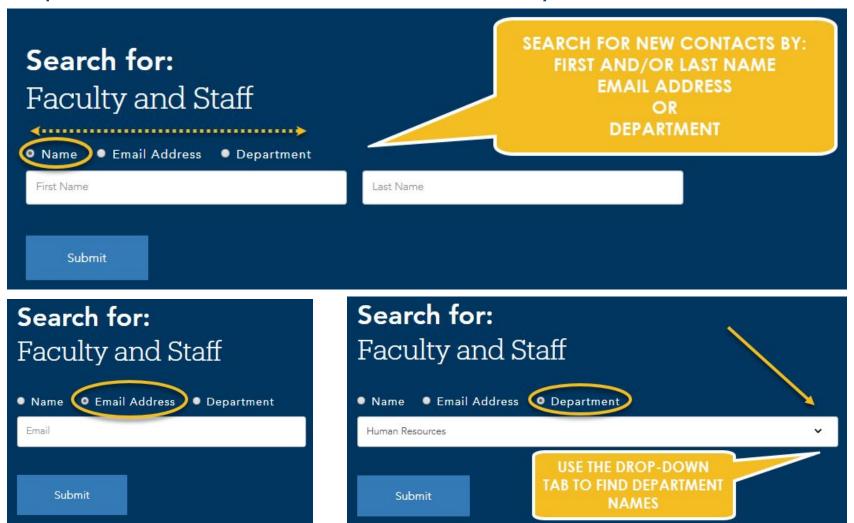
2018-19 UCSB Org Chart

# Where Do I Fit In? Organizational Chart



## **UCSB People Finder**

https://www.ucsb.edu/directory



## **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

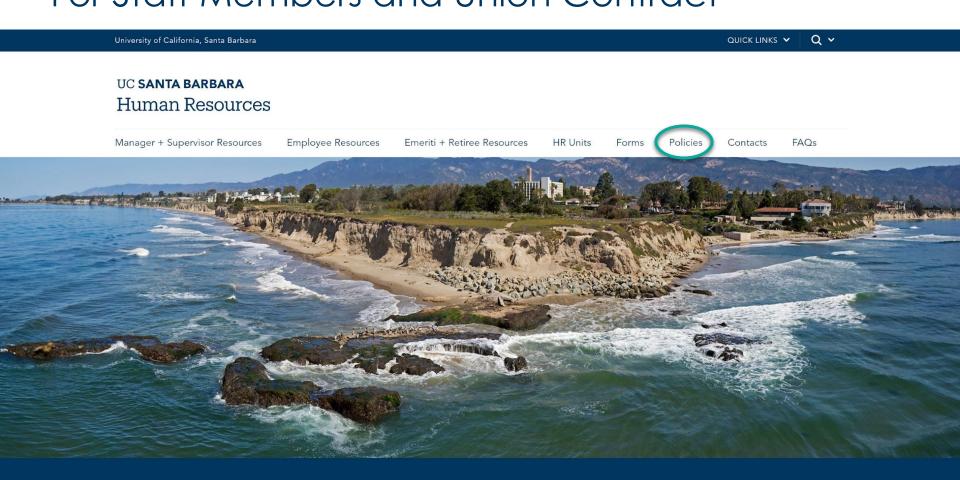
### **Faculty Member**

## 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



Essential Services in Pursuit of Excellence

## 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
- COVID-19 Returning to Work Training

### **Job-Specific**

 Refer to your Learning Center "Required Training" tab

### **Safe Campus Community**





# How to Complete Required Training Learning Center



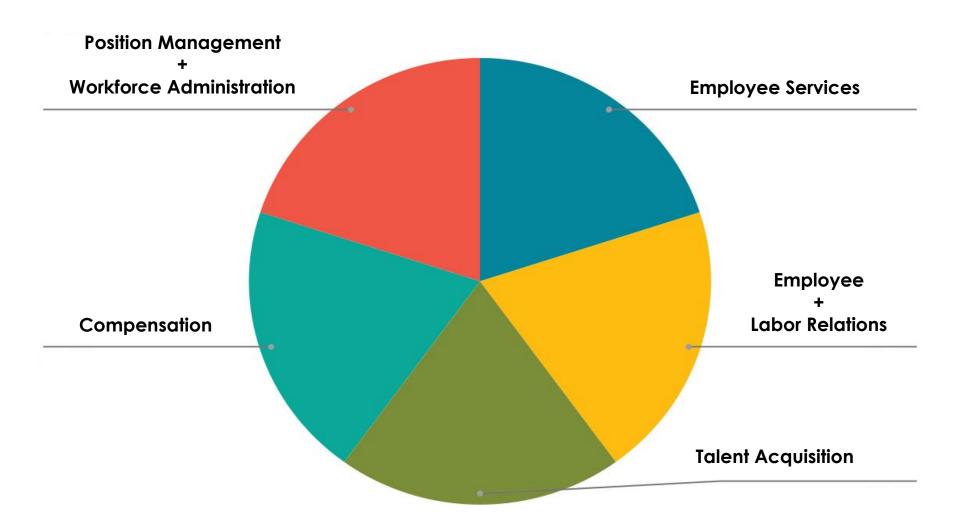
## Cyber Security in the Workplace

You Hold the Keys

## Services, Resources and Amenities

Work-Life Balance HR Department ServiceNow

## **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 + Staff Assistance Program

### **ASAP**

EMPLOYEE SERVICES: HERE FOR YOU

#### 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: <u>asap@hr.ucsb.edu</u> Call (805) 893-3318



Academic & Staff Assistance Program

## Find Direction Office of the OMBUDS

#### Promoting the wellbeing of:

- Faculty
- Staff
- Students
- and More!

#### 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 + Educational Opportunities

UC SANTA BARBARA | EXTENSION

### Scholarships + Discounts

PROFESSIONAL DEVELOPMENT: WE'VE GOT YOU COVERED

#### **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
   continuing Education
   save 25% on courses
- Eligible family can save 15%
- PaCE Scholarships up to \$600

#### <u>Dilling Yang Staff Scholarship</u> <u>Program</u>

- Submit HR ServiceNow ticket

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

## Training + Educational Opportunities Programs + Certificates



### All Staff Development

- Supervisory Certificate Program (<u>SCP</u>)
- UC People Management Series and Certificate Program (<u>UC PMCP</u>)

### Manager and Supervisory Development

- Management Development Program (MDP)
- Management Skills Assessment Program (<u>MSAP</u>)

### 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
- Certifications
- Connect your LinkedIn Profile
- Expert Q&A



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

# Advance Your Career My UC Career

- Begin Career Discovery
- Job Search
- Resume

- Tell Your Story
- Network and Research
- Pre and Post Interview





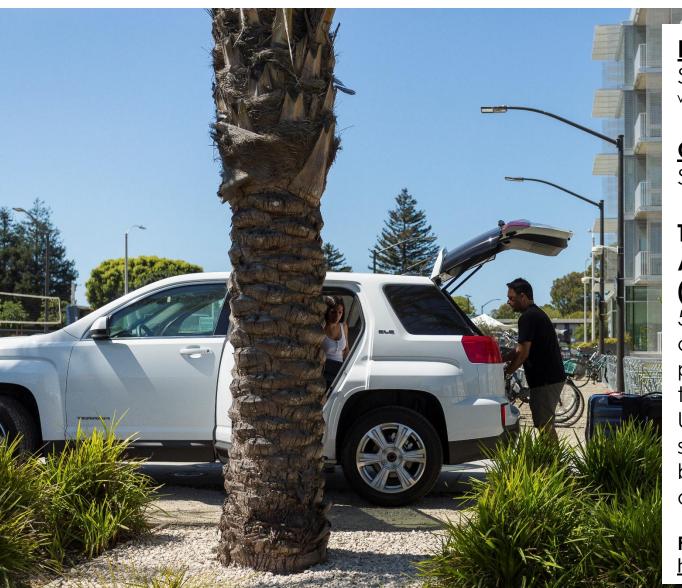
### **Transportation**

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

### <u>Carpool</u> 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 <a href="https://www.tps.ucsb.edu/">https://www.tps.ucsb.edu/</a>

## **Transportation and Parking Services (TPS)**On-Campus Alternatives



## **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 <a href="http://tps.ucsb.edu/">http://tps.ucsb.edu/</a>

## **UCSB Shuttle**MTD Line 28



- UCSB
- El Colegio

- Santa Catalina Hall
- Phelps Road



### Get Involved, Stay Involved

Newsletters Mentorship Campus Committees

### Leadership and Service Opportunities for Staff









University of California

Administrative

Management Professionals





Young Professionals Network





UC. Santa Barbara

















- UC AMP
  - University of California Administrative Management Professionals
- APIA
  - Asian Pacific Islander Alliance
- CSAC
  - Chancellor's Staff Advisory Committee
- LGBTQ Staff & Faculty Collective
- LUNA
  - Latinx UCSB Networking Association
- PWA
  - Professional Women's Association
- Staff Assembly
- Toastmasters
- ucsbBLACK
- UCSB VSA
  - UCSB Veteran & Staff Association
- YPN
  - Young Professionals Network
- SEW: Staff Engagement Workgroup
- LGBTQ+ Mentoring Program
- Trans\* Task Force

STAFF GROUPS:
GET CONNECTED,
STAY CONNECTED



# CONGRATULATIONS ON THE NEW JOB!

You've found a great employer — one who recognizes the power of giving back to help improve people's lives right here in Santa Barbara County. At UC Santa Barbara, you have the wonderful opportunity to give back to our community through our longstanding partnership with United Way.

United Way of Santa Barbara County focuses on academic achievement, financial empowerment and crisis response and recovery.

We hope you will join your fellow colleagues and consider participating in our annual campus-wide United Way Campaign in winter quarter! Or if you would like to make a one time donation please visit:

www.unitedwaysb.org/donate

We are inspired by our faculty, staff, students, and alumni who invest in the communities around us. For more information please visit: www.ia.ucsb.edu/uw

#### UC SANTA BARBARA

United Way leads innovative community partnerships and delivers programs that achieve measurable results with a primary focus on education, financial stability and crisis response and recovery.





#### YOUR SUPPORT...

Helps 350+ at-risk students improve their literacy and math skills over the summer instead of losing academic progress



Helps 250+ first and second graders prepared for school by improving their academic and school readiness skills



Helps 40 struggling students receive unique and effective tutoring that's tailored to meet the specific literacy needs of every student



Helps 10,000+ local students improve their reading by using online, individualized literacy tools every day



Helps 4,700+ households receive millions in individual, rental & utilities assistance through Covid-19 response and recovery



United Way leads innovative community partnerships and delivers programs that achieve measurable results with a primary focus on education, financial stability and crisis response and recovery.



### **Gaucho Mentor Connection (GMC)**

Professional Development, Networking, and Skill Acquisition

Gaucho 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-August 15

For more information, email: <a href="mailto:gaucho.mentor@gmail.com">gaucho.mentor@gmail.com</a>



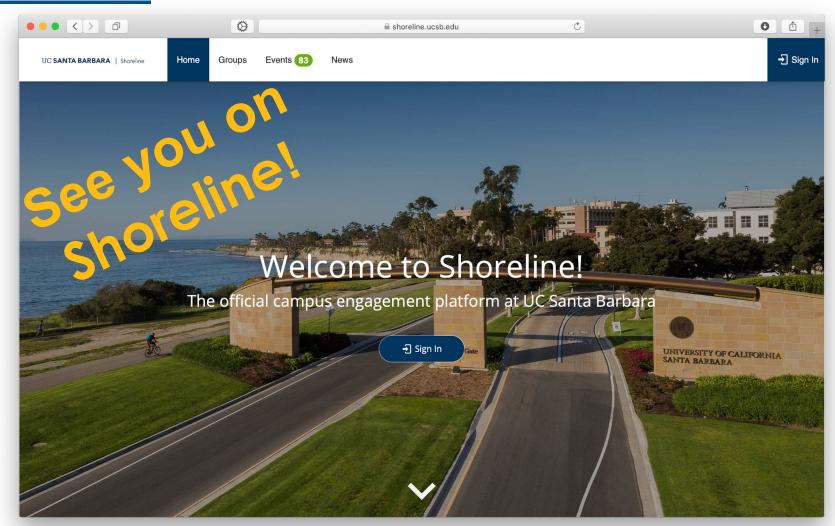
STAFF GROUPS: GET CONNECTED, STAY CONNECTED

## **Get Connected, Stay Informed**Gaucho Voice

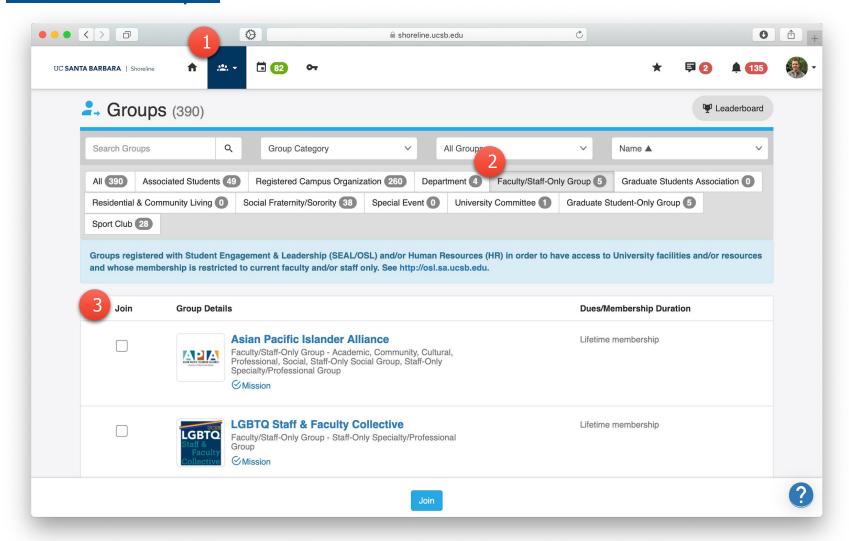
- 1. Join using this link! <a href="https://shoreline.ucsb.edu/GVSE/club-signup">https://shoreline.ucsb.edu/GVSE/club-signup</a>
- Sit back and receive events, organization announcements and staff-specific opportunities to your inbox!



## Find Us On Shoreline

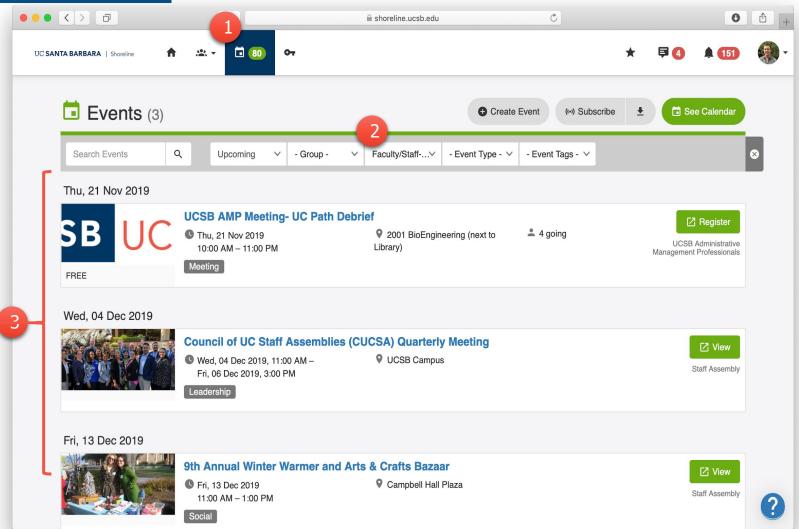


### Join the Club Staff Groups



### **Get Involved**

**Staff Events** 



## **Tenets of Community**Diversity, Equity and Inclusion

#### For the Campus Community

- Workplace Accommodations
- Veterans 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**

#### Celebrate All Year Long

- New Year's Day
- Martin Luther King Day
- Presidents Day
- Cesar Chavez Day
- Memorial Day
- Juneteenth
- 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



## Much Appreciated Staff Appreciation Month

ADVANTAGES OF EMPLOYEESHIP: BEYOND BENEFITS

#### #forusbyus

#### Staff MAYNIA!

- Origami with APIA
- Cooking with Robby and The Collective
- Weekly Prize Drawing with SA
- Weekly Trivia Tournament with SEW
- Melanin Mixer with ucsbBLACK
- Bingo + Coffee with Colleagues with SA
- Staff Marketplace on Shoreline
- Citation of Excellence Awards
   ...and so much more!



## 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

#### **Gaucho Rec Classes**

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

## Centralized Family Support My Family Resources



- Pregnancy & New Parent Consultations
- Support Groups & Workshops
- Referrals to Campus & Community Services

- <u>Lactation</u> Support Program
- Bright Horizons: Sittercity & Years Ahead
- Work-Life & My Family Resources



## 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

#### **Coastal Housing Partnership**

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

For more information, contact:

(805) 969-1025 or <a href="mailto:kym@coastalhousing.org">kym@coastalhousing.org</a>



# 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

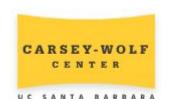


## **Something for Everyone**UCSB Events

ADVANTAGES OF EMPLOYEESHIP: BEYOND BENEFITS

- Arts & Lectures
- Department of Theatre and Dance
- Department of Music
- MultiCultural Center
- Art, Design & Architecture Museum (AD&A Museum)
- Events & Tickets
- Recreation
- Library
- Carsey-Wolf Center
- Interdisciplinary Humanities Center (IHC)
- Media Arts & Technology (MAT)







UC **SANTA BARBARA**Library









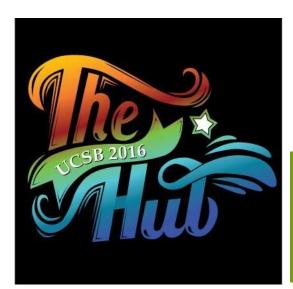
UC SANTA BARBARA

Department of Music



# **Everything Under One Roof** University Center (UCEN)

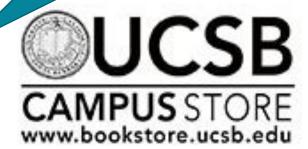
To get request an access card remotely: Send an email to <u>ucen-access@ucsb.edu</u> requesting the card. Include a picture (jpeg) of the person needing a card plus a recharge form with the account # to be charged.













# 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

### 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 <u>zoom.us</u> Meeting: <u>https://UCOP.zoom.us/j/951787504</u>
   <u>1</u>
- Meeting ID code: 951 787-5041
- Pre Recorded Version:

  <a href="https://www.ucop.edu/ucpath-ce">https://www.ucop.edu/ucpath-ce</a>
  <a href="https://www.ucop.edu/ucpath-ce">nter/ files/mypath/benefits/new-e</a>
  <a href="mailto:mployee-benefits-orientation.mp4">mployee-benefits-orientation.mp4</a>

#### Questions

- Submit an inquiry to the UCPath Center via your UCPath Dashboard
- Need a personalized Roadmap? Submit a ticket via <u>UCSB HR Service Now</u> ☐ Human Resources/Benefits Administration /Request for New Employee Benefits Orientation

### Help us, Help you Resources and <u>Survey</u>

New Employee, a resource for the first 31 days: <a href="https://www.hr.ucsb.edu/hr-units/talent-acquisition/new-employee-orient-ation">https://www.hr.ucsb.edu/hr-units/talent-acquisition/new-employee-orient-ation</a>

Current Employees, a resource beyond your first few weeks: <a href="https://www.hr.ucsb.edu/employee-resources">https://www.hr.ucsb.edu/employee-resources</a>



# Check out our Beautiful Campus Virtually until You're In-Person

Click on the picture below to begin your tour!



### UC SANTA BARBARA