

Welcome to CUCSA!

New Delegate Orientation for
The Council of University of California Staff Assemblies

2015 – 2016

Greta Carl-Halle, Chair – UC Santa Barbara

Rejeana Mathis, Chair Elect – UCLA

Lina Layiktezh, Secretary – UC Davis



The Delegation

- There are 27 members on the council.
- Each campus, including LBNL and UCOP two delegates (24)
 - Usually, the second year delegates act as mentors for the first year delegates.
 - One some campuses, both delegates start at the same time (ex. Davis)
- The leadership team consist of: Chair, Chair-Elect and Secretary
- The Chair-Elect becomes Chair in year two and therefore the person elected serves two years.
- The Secretary serves one year.



Elections

- Delegates are typically elected or appointed by their local assembly.
 - Some campuses appoint the local presidents/chairs and VP/vice chairs to the additional role as delegate, while others are specifically appointed as CUCSA delegates.
- CUCSA officers are elected by the delegation at each June quarterly meeting.
 - The chair/chair-elect position is a two year commitment.
 - The secretary position is a one year commitment.
- The Electronic Data Officer (EDO) is a position appointed by the Chair.
 - The EDO works with leadership on matters of electronic communication.



What does CUCSA do?

- In support of the mission of the University of California, the purpose of the Council of UC Staff Assemblies (CUCSA) is to maintain and enhance communication within the University Community on matters of interest to staff employees in accordance with California laws and Regent policy.



Notable Accomplishments

- Establishment of the Systemwide Staff Engagement Survey.
- Critical in the creation of the Staff Advisor to the Regents position.
- Promoted partnerships between faculty and staff.
- Supported benefits for non-traditional families.
- Had a direct role in the change to Post Employment Benefits for the betterment to staff.
- Reversing the retirement medical benefits change.



How do we operate?

- The delegation of 27 meets the first Wednesday through Friday each quarter at rotating campuses, including LBNL and UCOP in the months of September, December, March and June.
 - At these meetings, staff issues are brought forward for discussion and consideration.
 - Vetted issues are brought forward to OP leadership via CUCSA leadership and OP representation at CUCSA meetings.
 - Each CUCSA meeting is host to presentations from local speakers and administrators from UCOP.
 - The work that is done throughout the year is presented by CUCSA leadership at the July Regents meeting.



What is expected of you at Quarterly Meetings

- Protocols
 - Dress
 - Introductions
 - Question Queuing
 - Content of Questions
 - Respect for Speakers
 - Attendance
 - Full Engagement
- Networking with fellow delegates, guests and local assembly members



What to expect at Quarterly Meetings

- CUCSA Business
- Presentations from and discussions with invited guests
- Workgroup Time and Updates
- Networking
- Campus Tour (optional)

Workgroups

- Every CUCSA delegate is expected to actively participate in a workgroup or subcommittee.
- How workgroup leaders are selected
- Last year's workgroups:
 - Internal operations (education benefits, strategic planning)
 - HR recruitment and onboarding
 - Early career staff retention and advancement
 - IT software strategic sourcing
 - Systemwide committee participation



Workgroups

- This year's workgroups:
 - Health and Wellness
 - Staff Veterans
 - Effective Change Management
 - Performance Management
 - Internal Operations



What do you do in a workgroup?

- Workgroup time is set aside at each quarterly CUCSA meeting where goals and strategies are discussed.
- Workgroups often entail homework, as well as conference calls and email exchanges among the given workgroup members.
- Each workgroup gives an update of their goals and progress at each CUCSA quarterly meeting.
- Each workgroup gives a final presentation of their year's achievements at the final CUCSA meeting.
- Each workgroup writes a report that includes research, data and recommendations.



What is the time commitment?

- Delegates are typically away from their regular jobs for three days the first week of each quarter.
- Workgroup and overall time commitments may vary depending upon:
 - If you become a member of the leadership team.
 - If you are hosting a CUSA meeting during your term.
 - Your personal level of commitment.
 - If you chair a workgroup.
 - How often your workgroup is in contact.
- Generally expect 2-8 hours per week. Members of the leadership team should expect to put in more hours.



What if you are hosting the meeting?

- If your campus is hosting a meeting while you are a delegate, you will have some extra work for a few months.
- You will need to work with the CUCSA leadership team to coordinate:
 - Speakers
 - Venues
 - Accommodations
 - Meals
 - Evening entertainment
 - Travel
 - Fun



What are the benefits?

- Being a delegate is an opportunity to build community and to support and be the voice of your fellow staff members.
- You will get the opportunity to visit many other campuses and network with fellow staff members across the entire UC system.
- You will have the opportunity to spend intimate meeting time with campus leaders, members of OP and great leaders from across the state.



2015-2016 Delegates

- UC Berkeley: Rochelle Niccolls and Cheryl Olson
- UC Davis: Ben Gamez and Jessica Potts
- UC Irvine: Ingrid Fahr and Adriana Collins
- UC Los Angeles: Mike Lee and Teresa Valenzuela
- UC Merced: Pam Taylor and Kim Garner
- UC Riverside: Janna Le Blanc and Eric Shuler
- UC San Diego: Billiekai Boughton and Amanda Chavez
- UC San Francisco: Artemio Cardenas and Suyu Colorado-Caldwell
- UC Santa Barbara: Erica Losada and Julie Luera
- UC Santa Cruz: Michael Luttrell and John Steele
- Berkeley Lab: Matt Perry and Rachel Carl
- Office of the President: Matthew Leet and Karla Wood



Additional Resources

- [CUCSA Website](#)
 - [Bylaws](#)
 - [Workgroup Reports](#)
 - [Press Releases](#)
 - [Delegate Bios](#)
 - This Orientation
- SharePoint
- [Facebook Page](#)