

Council of University of California Staff Assemblies (CUCSA)  
People Management Initiative (PMI) Workgroup Report 2003-2004

SUMMARY

**Ellie Schindelman, UCOP People Management Initiative (PMI) Project** requested CUCSA contribute to the Initiative goals. In the Initiative's vision managers and supervisors will promote a healthy, productive and motivating workplace where everyone can do their best work in support of the organization's mission. PMI's mission is to assure that the University of California (UC) can build, sustain and manage the best workforce to enable us to carry out our mission. One goal is to significantly increase the number of UC managers and supervisors who have the skills, knowledge and networks necessary to be effective. A CUCSA workgroup was established to contribute to the Initiative's goals.

GOAL

The PMI work group is charged with promoting and supporting the People Management Initiative throughout the UC system in partnership with staff assemblies.

OBJECTIVES

Our objective for the academic year 2003/2004 is contributing relevant and significant "best practices" web sites from all UC locations for inclusion in the PMI website to be launched in late 2004 on the UC Office of the President website for use system wide. A list of suggested web sites, developed in consultation with delegates from all UC locations, is attached. The workgroup focused on contributing recommendations in the following areas.

**Best Practices at UC**

1. Expectations for Working at U.C. (this may include Principles of Community or other sites that help set expectations for staff)
2. Labor Relations
3. Affirmative Action/Equal Opportunity/Diversity
4. Performance Management and Goal Setting (also includes Best Management Practices and model Performance Evaluations Processes)
5. Communication Skills
6. Managing Ethically

7. Employment & Recruitment
8. Disability
9. Conflict Resolution
10. Whistleblower Policy
11. Employee Assistance Program
12. Health and Safety
13. Employee Development and Training
14. Work-life balance
15. Sexual Harassment / Harassment / Hostile Work Environment

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