



STAFF  
ASSEMBLY



## Staff Assembly General Meeting Agenda

*August 17th, 2023 / 10-11am*

### Welcome and Call to Order

10:04 am (18 guests)

### Board Self Introductions (2 min)

- President- Ian Cooke
- Interim Vice President- Jennifer Heinrich
- Past President- Austyn Smith Jones
- Secretary- Yazmin Colin
- Finance Officer- Molly Elazier
- Finance Officer Elect- Robert Romero
- Co-Chair for Communications- Craig Harmelin and Holly Auyeung
- Co-Chair for Programs, Events, and Outreach- Rena Schneider and Cynthia Granados

### Public Comments (5 min)

- No comments at this time

### Announcements (5 min)

- Affinity Group Announcements
- Transportation & Parking Services:
  - Flow bird app will be on an hourly rate and not a day rate.

### Guest Speakers:

Jim Levy, UC Merced Ombuds

- Site link: <https://ombuds.ucmerced.edu/>
- Presentations: A safe and confidential space to talk
  - Mission:
    - Trying to build a community can be conflict intelligent through peaceful dialogue
  - Who we serve:
    - All members of the UC Merced community including:
    - Undergraduate students
    - Graduate students
    - Postdoctoral scholars and researchers
    - Staff members, including supervisors, managers and administrators
    - Faculty members, lecturers and other academic appointees
    - Parents of UC Merced students
    - Members of the public with a university-related concern
  - Operates under the Code of Ethics and Standards of the International Ombuds Association (IOA) code of conduct:
    - Confidential: Is off the record and not an office of notice to the university

- Informal: Provides opportunities for informal dispute resolution
    - Does not participate in any formal processes, including lawsuits or grievances
  - Impartial: Provides opportunities for informal dispute resolution
    - Does not participate in any formal processes, including lawsuits or grievances
  - Independent: Independent of the university
- What does OMEBUS does:
  - Listens to your questions and concerns
  - Maintain confidentiality
  - Help identify and evaluate options
  - Offer an impartial non judgmental perspective
  - Facilitate difficult conversations as a neutral 3<sup>rd</sup> party
  - Help determine and access UCM policies
  - Make referral to appropriate resources
  - Informally inquire into issues of concern, if appropriate
  - Help facilitate a just resolution
  - Advocate for fair processes and recommend changes in UC Merced policy, if appropriate
  - Provide training for conflict management skills
  - Recommend constructive change in university policies and procedures
- Authority of the OMBUS:
  - Contact senior officers of the University
  - Gather information in the course of looking into a problem
  - Mediate disputes
  - Bring concerns to attn of those in authority
  - Attempt to expedite administrative processes
- Contact OMBUS:
  - Call 209-228-4410
  - Setup appts via phone, zoom, in person (SSB 213)
- Annual Report (not yet finalized)
  - 46% visits were staff members, this is consistent of past years
    - Themes of the visit:
      - work place dynamics,
      - 15% visitors had concerns of power dynamics in workplace.
      - 10% disability concerns
      - 11% Interpersonal conflicts
  - 45% of concerns were regarding evaluated relationships ( supervisors, supervisees)
    - Topics within this area included respect and treatment, trust, supervisory treatment.
  - Peers relations:
    - Topics within this area included Respect and treatment, communication
- Questions from staff:
  - What is the expected turnaround time when reaching out to the office to request consultation?
    - It may vary depending on the urgency.
  - How is what the Office of Ombuds does communicate to students? Asking because I had a student worker who never heard of the Office of Ombuds and what they do.
    - Communication via student orientation and student groups. Try to diversify their communication outreach. Engage in training for departments.
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## Staff Assembly Officer Updates and Comments

- **President's Updates**
  - Special Election for Vice President:
  - Nomination will open at the start of September and close at the end of September.
- **Past President's Updates**
  - More information on Emergency Fund and the Staff Assembly Scholarship Program will be out soon.
- **Vice President's Updates**
  - Leadership Chat September 25th from 2-3pm
  - Feature Kurt Schnier: CSFO & Vice Chancellor, Finance and Administration
  - Link for Qualtrics Form to submit questions to Kurt can be filled out using the link below:  
[https://ucmerced.az1.qualtrics.com/jfe/form/SV\\_3FbEYAuls3vtWdg](https://ucmerced.az1.qualtrics.com/jfe/form/SV_3FbEYAuls3vtWdg)
  - Register for the leadership chat here:

<https://ucmerced.zoom.us/meeting/register/tZUufuopz4vEtZV1tZ04hD8ExjssBnmaRCi>

- **Secretary**
- **Finance Officers**
  - 2022-2023 Recap: These numbers have yet to be finalized.
  - Scholarship: once a year Awarded spring
    - 8 total \$27000
  - Sponsorship (2 rounds)
    - Awarded 22 total \$48000.
  - UC Berkely Now
    - \$11000
  - Welcome Week
  - Labyrinth \$800
  - Sponsorship Form: If you would like Staff Assembly to co-sponsor an event please feel free to fill out the Sponsorship Form. The form can be found here:  
<https://staffassembly.ucmerced.edu/form/request-co-sponsorship>
  - Please note the event will consist of parameters that must be met including how the event will be transformative for staff. More information can be found on the website.
- **Events Co-Chairs**
  - Upcoming Events
    - Labyrinth event
    - RSVP for the Fall Welcome on 08/22 from 11-12
      - Relax parking in Bellevue green lot
      - RSVP closes at noon today for the Fall Welcome. Please RSVP here if you will be joining us!

[https://ucmerced.az1.qualtrics.com/jfe/form/SV\\_donCsQyHdICpxZA](https://ucmerced.az1.qualtrics.com/jfe/form/SV_donCsQyHdICpxZA)

    - Pawparade at 8:30 to welcome our new bobcats.
    - Bobcat bites September 13<sup>th</sup>
    - RSVP here for September Bobcat Bites

<https://forms.office.com/pages/responsepage.aspx?id=o-nf9HjKmEm3p-bQaS6s5hp33VEUacdEIFtLd5WEKwhUQ0M2QUNIT1IGTDhTNVJRRExSTVpKUIURKVi4u>

    - Oct 11<sup>th</sup>: Pumpkin decorating contest. Prizes for different categories
    - Later this semester
      - Hot chocolate and sweets
      - Ugly Sweater contest
    - SAW: May 2024 look out for members to join the Planning Committee
      - To volunteer please fill out this form

<https://staffassembly.ucmerced.edu/form/get-involved-staff-assembly>

- Committees
- **Communications Co- Chairs**
  - Follow us on Instagram:
    - UCM\_Staff Assembly: [https://www.instagram.com/ucm\\_staffassembly/](https://www.instagram.com/ucm_staffassembly/)
- **Adjourn** 10:43am